

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET


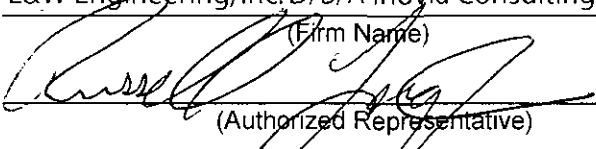
THIS PAGE IS TO BE COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing Director

John Dailey, Chairman
Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

BY		L&W Engineering, Inc. D/B/A Inovia Consulting Group
		(Firm Name)
		
		(Authorized Representative)
		Russell T. Large, P.E.
		(Printed or Typed Name)
ADDRESS		930 Thomasville Road, Ste. 200
CITY, STATE, ZIP		Tallahassee, Florida 32303
TELEPHONE		850-298-4213
FAX		850-298-4498

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated <u>3 Mar 11</u> Initials <u>[Signature]</u>	Addendum #3 dated _____ Initials _____
Addendum #2 dated <u>8 Mar 11</u> Initials <u>[Signature]</u>	Addendum #4 dated _____ Initials _____

PLEASE MARK WHICH CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:

- | | |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input checked="" type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input checked="" type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |

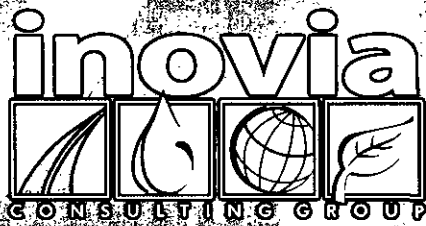
Request for Proposals

ORIGINAL

Leon County, Proposal Number BC-03-17-11-25

Civil Engineering Services, Continuing Supply

2:00 PM, March 17, 2011



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

A - Contractor Information

B - Executive Summary

C - Required Forms

SECTION 2 - Specific Proposal Information for Each Work Category

Stormwater Engineering

Roadway Engineering

Structural Engineering

Subdivision and Site Development Engineering

Utility Engineering

inovia



CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

**Section 1 - General Information Applicable
To All Work Categories**

inovia



i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM

Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011

Purchasing Division
1800-3 Blair Stone Road
Tallahassee, FL 32308



Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.
- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

March 17, 2011

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's
	1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, **all** of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

RESPONSIBLE OFFICE

The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
 Inovia Consulting Group
 930 Thomasville Road, Suite 200
 Tallahassee, Florida 32303
 Phone 850.298.4213
 Fax 850.298.4498
 RTL@INOVIAGROUP.COM

The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

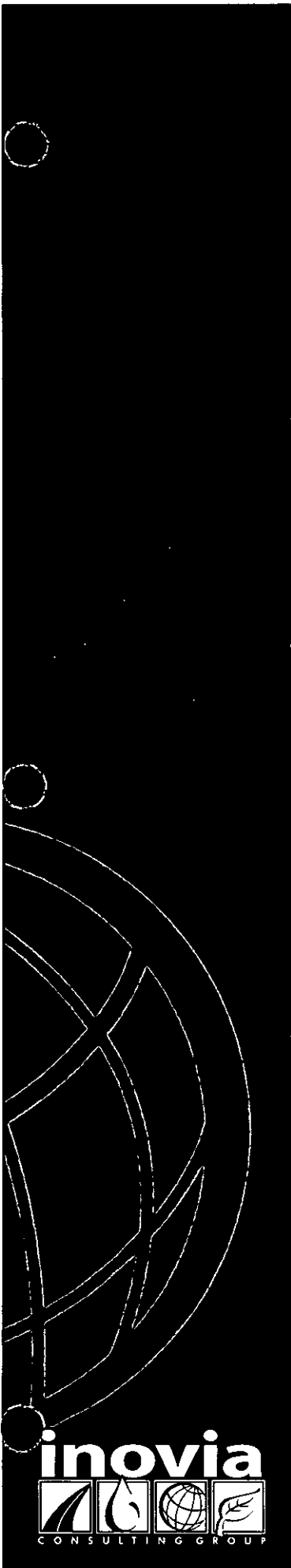
Respectfully,
INOVIA CONSULTING GROUP


 Russell T. Large, P.E.
 Principal

inovia

i n n o v a t i o n v i a d e s i g n

Blank area for required forms.





Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Handwritten signature of Keith M. Roberts in black ink.

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

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1800-3 Blair Stone Road
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District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 8, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
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Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #2

Dear Vendor:

This letter serves as Addendum #2 for the above referenced project.

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
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**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: L&W Engineering, Inc D/B/A Inovia Consulting Group

Signature: [Handwritten Signature] Title: GENERAL

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 17 day of MARCH, 2011.


Personally known ✓

Nancy Saunders
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires: _____

Printed, typed, or stamped name of notary public: NANCY SAUNDERS
Commission number: DD 822960
Expires: October 18, 2012
Notary Public - State of FL
Notary Fee Insurance: 800-385-7019

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

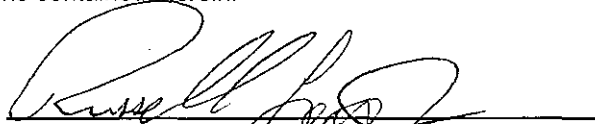
**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

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EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:



Title:




Firm:

L&W Engineering, Inc. D/B/A Inovia Consulting Group

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**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

Principal

Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group

Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303

Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurance sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General
Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

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Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General
Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability,
Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS
Typed or Printed

Signature Nancy Saunders

Date 3-17-11

Title _____
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

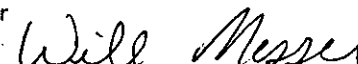
PRODUCER Messer Insurance Group, Inc. 1403 Maclay Commerce Drive Tallahassee, FL 32312 Will Messer	850-894-8222	CONTACT NAME: Stacy Hale PHONE (A/C, No, Ext): 850-894-8222 FAX (A/C, No): 850-894-8228 E-MAIL ADDRESS: stacy@messer-insurance.com PRODUCER CUSTOMER ID #: INOVI-1	
	850-894-8228		
INSURED Inovia Consulting Group Suite 200 930 Thomasville Road Tallahassee, FL 32303	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Maryland Casualty Company		19356
	INSURER B: Zenith Insurance Company		13269
	INSURER C: Mapfre Ins. Co. of Florida		34932
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
C	AUTOMOBILE LIABILITY			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE	\$ 1,000,000
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 1,000,000
	DEDUCTIBLE							\$
	RETENTION \$							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS	<input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER LEON-21 Leon County Small Business Enterprise Office 3420 W. Tharpe Street Tallahassee, FL 32303	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Will Messer 

© 1988-2009 ACORD CORPORATION. All rights reserved.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2010

PRODUCER ISU Suncoast Insurance Assoc P.O. Box 22668 Tampa, FL 33622-2668 813-289-5200	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Inovia Consulting Group, L & W Engineering, Inc., dba 930 Thomasville Rd., Suite 200 Tallahassee, FL 32303	INSURER A: XL Specialty Insurance Company	37885
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A		OTHER Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER

For Proposal Purposes

CANCELLATION 10 Days for Non-Payment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

[Signature]

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group	
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498
If the above address has been for less than six months, please provide the prior address. Length of time at this address: 4 years	
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498

Russell Large
Signature of Authorized Representative

16 Mar 11
Date

STATE OF FL
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 2011.

By RUSSELL LARGE, of L & W ENGINEERING,
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Nancy Saunders
Signature of Notary

Return Completed form with supporting documents to:

Leon County Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary
NANCY SAUNDERS
Commission DD 822960
Expires October 18, 2012
Secured thru Troy Fain Insurance 800-365-7019

Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**

inovia

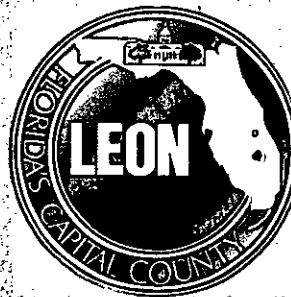
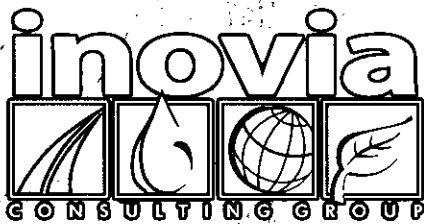


i n n o v a t i o n v i a d e s i g n

Request for Proposals

Leon County, Proposal Number BC-03-17-11-25

**Civil Engineering Services, Continuing Supply
Work Category: Stormwater Engineering
2:00 PM, March 17, 2011**



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

- A - Contractor Information**
- B - Executive Summary**
- C - Required Forms**

SECTION 2 - Specific Proposal Information for Each Work Category

- A - Ability of Professional Personnel**
- B - Experience With Projects of Similar Type and Size**
- C - Willingness to Meet Schedule and Budget Requirements**
- D - Effect of Firm's Recent, Current and Projected Workload**
- E - Effect of Project Team Location**
- F - Approach To The Project**

**Section 1 - General Information Applicable
To All Work Categories**

inovia



i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM



[Empty content area for the Executive Summary]

**Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011**



**Purchasing Division
1300-B Blair Stone Road
Tallahassee, FL 32303**

Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.

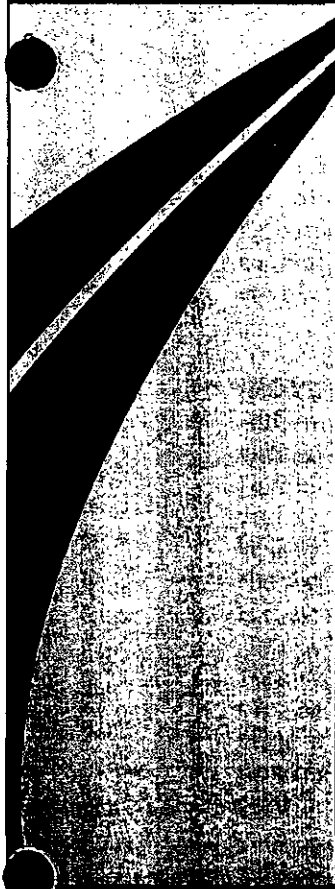
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.

- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.



i n n o v a t i o n v i a d e s i g n

Request for Proposals for Civil Engineering Services Continuing Supply**Proposal Number: BC-03-17-11-25****March 17, 2011**

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's 1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, **all** of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

RESPONSIBLE OFFICE

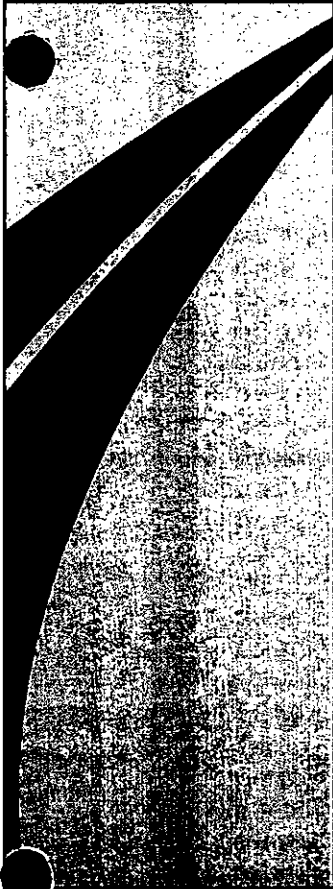
The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
Inovia Consulting Group
930 Thomasville Road, Suite 200
Tallahassee, Florida 32303
Phone 850.298.4213
Fax 850.298.4498
RTL@INOVIAGROUP.COM

The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

**Respectfully,
INOVIA CONSULTING GROUP**

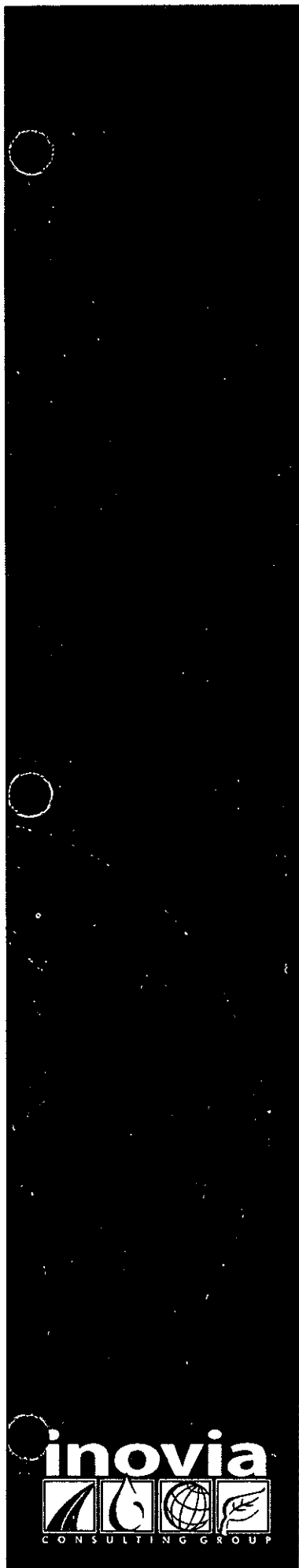
**Russell T. Large, P.E.
Principal**



inovia



i n n o v a t i o n v i a d e s i g n



A large, empty rectangular area with a thin black border, intended for the required forms.



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, **Specific Proposal Information to be Provided for Each Work Category**, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

March 8, 2011

BILL PROCTOR
District 1

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

JANE G. SAULS
District 2

JOHN DAILEY
District 3

ADDENDUM #2

BRYAN DESLOGE
District 4

Dear Vendor:

KRISTIN DOZIER
District 5

This letter serves as Addendum #2 for the above referenced project.

NICK MADDOX
At-Large

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

PARWEZ ALAM
County Administrator

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

HERBERT W.A. THIELE
County Attorney

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

A handwritten signature in cursive script, appearing to read "Keith M. Roberts".

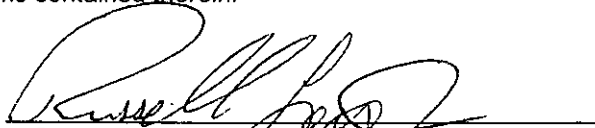
Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:



Title:



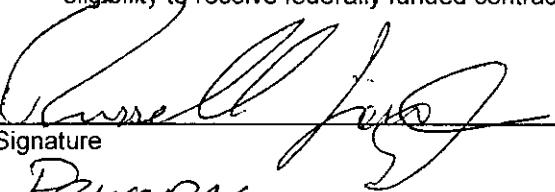
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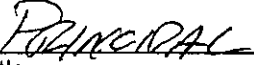
L&W Engineering, Inc. D/B/A Inovia Consulting Group

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature


Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group

Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303

Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurance sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General
Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability,
Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place

Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS
Typed or Printed

Signature Nancy Saunders

Date 3-17-11

Title _____
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Messer Insurance Group, Inc. 1403 Maclay Commerce Drive Tallahassee, FL 32312 Will Messer		850-894-8222 850-894-8228	CONTACT NAME: Stacy Hale PHONE (A/C, No, Ext): 850-894-8222 E-MAIL ADDRESS: stacy@messer-insurance.com PRODUCER CUSTOMER ID #: INOVI-1	FAX (A/C, No): 850-894-8228																					
INSURED Inovia Consulting Group Suite 200 930 Thomasville Road Tallahassee, FL 32303		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>Maryland Casualty Company</td> <td>19356</td> </tr> <tr> <td>INSURER B :</td> <td>Zenith Insurance Company</td> <td>13269</td> </tr> <tr> <td>INSURER C :</td> <td>Mapfre Ins. Co. of Florida</td> <td>34932</td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>			INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Maryland Casualty Company	19356	INSURER B :	Zenith Insurance Company	13269	INSURER C :	Mapfre Ins. Co. of Florida	34932	INSURER D :			INSURER E :			INSURER F :		
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INSURER E :																									
INSURER F :																									


COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVP	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)						
	CERTIFICATE HOLDER: LEON-21 Leon County Small Business Enterprise Office 3420 W. Tharpe Street Tallahassee, FL 32303						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Leon County Small Business Enterprise Office 3420 W. Tharpe Street Tallahassee, FL 32303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Will Messer 
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ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2010

PRODUCER
ISU Suncoast Insurance Assoc
P.O. Box 22668
Tampa, FL 33622-2668
813-89-5200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Inovia Consulting Group,
L & W Engineering, Inc., dba
930 Thomasville Rd., Suite 200
Tallahassee, FL 32303

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: XL Specialty Insurance Company	37885
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A		Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER

For Proposal Purposes

CANCELLATION 10 Days for Non-Payment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

[Signature]

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group	
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address: 4 years	
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498

Russell Large
Signature of Authorized Representative

16 Mar 11
Date

STATE OF FL
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 2011.

By RUSSELL LARGE, of L + W ENGINEERING,
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Nancy Saunders
Signature of Notary

Return Completed form with supporting documents to:

**Leon County Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308**

Print, Type or Stamp Name of Notary
NANCY SAUNDERS
Commission DD 822960
Expires **October 18, 2012**
Issued Thru Troy Fain Insurance 800-306-7019

Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**

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i n n o v a t i o n v i a d e s i g n

Section A - Ability of Professional Personnel

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25

General

Our staff brings experience to the firm in the production and management of engineering projects, ranging from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals: 2 Registered PE's
Project Managers: 2 Registered PE's, 1 Non-Registered
Project Engineers: 2 Registered EI's
Technical Support: 2 Non-Registered
Administrative: 1

Inovia Staff Which May Be Assigned Work

Staff Category	Staff Name	Years of Experience
Managing Principals	Russell T. Large, P.E.	17
	Jim Waddell, P.E.	23
Project Managers	Rick Jenkins, P.E.	9
	Wade Pitt	34
	Steve Nichols, P.E.	36
Project Engineers	Scott Lord, E.I.	10
	Molly Mitchel, E.I.	1
Technical Support	Andy Collins	19
	Paul Web	2

Inovia Sub Consultant Team

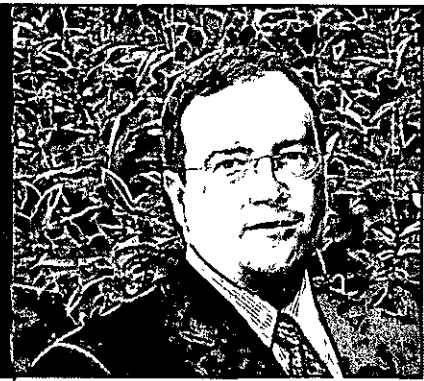
Firm	Role	Specialty
Pope Environmental, Inc. (W/MBE)	Sub Consultant	Environmental Services
EGS (W/MBE)	Sub Consultant	Geotechnical
HSA Consulting Group (W/MBE)	Sub Consultant	Survey

Resumes of Key Personnel

The following information includes resumes for the personnel listed above including personnel for our sub consultant team members.



Jim Waddell, P.E.
Principal



Professional Overview

Mr. Waddell has 20 years of experience in design and project management covering a vast array of project types. His experience has included roadway design, major utility rehabilitation and replacement projects, commercial site planning and land development projects, environmental studies, environmental permitting, and public administration assistance. Mr. Waddell is a founding principal of Inovia Consulting Group.

Relevant Experience

Metropolitan Corporate Center Planned Unit Development— Tallahassee, Florida

MIG, Ltd/Kids Ventures, Inc.

Principal author and project manager for land planning and rezoning for the southwest quadrant of the Interstate 10/Thomasville Road (US Hwy 319) to develop a 300,000 gsf premier professional office park. Services included preparation, submittal and approval of large scale comprehensive plan land use map amendment and PUD Rezoning application with supporting documentation, natural features inventory, environmental variance and mitigation for impacted regulated natural features, alignment alternatives analyses for the extension of Metropolitan Boulevard entrance to the development, Concurrency and neighborhood involvement, to include technical assistance in preparing a Neighborhood/City Developer Agreement.

Centerville Farms Planned Unit Development— Tallahassee, Florida

Conservation Community Group, LLC

Project manager responsible for technical assistance to the Client for preparation submittal and approval of a large scale comprehensive plan land use map amendment for a 1,000 acre residential development, regarded by some in local government as Leon County's model conservation subdivision, public involvement programs to include neighborhood informational meetings, Natural Features inventory, technical assistance in preparation of PUD Rezoning application.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 46019
GA No. PE031985
AL No. 28556-E
MS No. 18067

YEARS OF EXPERIENCE

23

AFFILIATIONS

Florida Engineering
Society
American Society of Civil
Engineers
National Society
of Professional Engineers

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Jim Waddell, P.E.
Principal

(continued)

Marion Street Transit Parkway— Tampa Central Business District

Hillsborough Regional Transit Authority

Design Engineer for a 9-block (approximately 1 mile) urban realignment project located in the Tampa Central Business District. The project involved realignment and construction of the corridor from a 4-lane, 1-way urban roadway to a 2-lane, 2-way urban bus and pedestrian mall.

Responsibilities included preparation of final design plans and specifications, utility coordination, coordination with FDOT District VII, construction contract administration and services during construction. Specific design element of the project with which Mr. Waddell was involved as design engineer included geometric design of the urban section roadway, drainage design involving an urban drainage conveyance system, maintenance of traffic plans for the high volume roadways including the intersecting roadway State Road 60, signing and pavement marking plans, and utility relocation plans and coordination with design team members responsible for landscape/hardscape elements.

City of Apalachicola Wastewater System Improvements—

Apalachicola, Florida

Planning, design and construction contract administration of major improvements to the City of Apalachicola wastewater facilities, including upgrade of the wastewater treatment plant to an advanced level of treatment (AWT), replacement of approximately 80% of the existing gravity collection system, expansion of central sewer to new areas of the City, environmental permitting and monitoring plan approval for an effluent discharge system to receiving wetlands. A consent order with the Florida Department of Environmental Protection necessitated these improvements. Funding for this project, totaling nearly \$8 million dollars, was secured through a combination of a legislative appropriation, FDEP State Revolving Fund Loan, and Community Development Block Grant.

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Jim Waddell, P.E.
Principal

City of Apalachicola Water System Improvements —

Apalachicola, Florida

Planning and design of major improvements to the City of Apalachicola water system, including development of a remote well field, treatment for hydrogen sulfide, finished water storage and high service pumps, rehabilitation of existing elevated tanks, and replacement of all aged metallic cast iron and galvanized water mains within the service area. Funding for this project, approaching \$5 million, was secured through the US Department of Agriculture Rural Development Administration

City of Carrabelle Town Engineer —

Carrabelle, Florida

Acting as the town engineer for the City of Carrabelle, the scope of services provided include; Design and Permitting of Water System Extensions, Consumptive Use Permitting of the City's Water Supply Wells, Design and Permitting of Sewer Collection System Extensions, Construction Administration, Modifying the City's Development Standards Document, Review of Land Development Projects, Program Management of projects receiving grant funding from various agencies. Attend all monthly Planning and Zoning Board and City Commission meetings giving updates and recommendations on projects and other administrative issues.

General Design Experience

Preparation of residential subdivisions, site plans and environmental permitting for a number of projects. Services included preparation of plats or site plan, concurrency review, and environmental permitting for dredge and fill activities, stormwater management facilities and utility extensions to serve both residential and commercial development.

Public Administration Assistance

Services in connection with funding acquisition and project implementation, including oral presentations to Legislative Delegations, Local Governing Boards, Metropolitan Planning Organizations and Executive Management; feasibility and user charge system studies; Legislative budget requests and preparation of funding applications, studies, and support documentation for grants and loans for local government capital improvement projects.

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Russell Large, P.E.
Principal



Professional Overview

Mr. Large is a Principal and co-founder of Inovia Consulting Group. His professional experience spans 16 years and includes a variety of project types such as numerous utility and subdivision infrastructure projects in Franklin County Carrabelle, and Apalachicola including subdivision platting, various land development projects in Tallahassee and Leon County, environmental permitting, stormwater and drainage improvement projects, and roadway design projects.

Relevant Experience

George L. Sands Memorial Park Stormwater Facility (Ball Fields Stormwater Facility)

Carrabelle, FL

Design and permitting of a stormwater facility to serve as both an amenity and means of stormwater treatment for the downtown area of the City of Carrabelle. The facility is located on the west side of town at the gateway to the City. A park is constructed adjacent to the pond which incorporates a walking path around the facility. The stormwater facility is a wet facility with aeration fountains.

Lanark Master Lift Station and WWTP Abandonment

Carrabelle, FL

The City of Carrabelle took over the water and sewer systems from the Lanark community and inherited the wastewater treatment plant which was in disrepair due to the lack of maintenance. Since the City of Carrabelle WWTP has ample capacity the Lanark WWTP was abandoned and demolished and a new master lift station constructed which pumps all of Lanark's effluent to the City of Carrabelle WWTP. Mr. Large is the engineer of record and designed and permitted the improvements. The lift station start up including start up of the emergency power generation systems is complete and the lift station site construction is being finalized.

EDUCATION

Bachelor of Science in
Civil Engineering
Auburn University

REGISTRATION

Professional Engineer,
FL No. 5933,
GA No. PE026434

YEARS OF EXPERIENCE

16

AFFILIATIONS

American Society of Civil
Engineers

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fax 850.298.4498



Russell Large, P.E.
Principal

(continued)

Windom Pond Restoration at Dixie Plantation

Dixie Plantation - Jefferson County, FL

Environmental permitting and drainage design for Windom Pond consisted of a new outfall structure, construction of a deep-water trough and the creation of islands with a mixture of upland and wetland plants. The islands were planted with trees and shrubs that are favored by a host of wading birds including many listed species such as little blue herons, woodstorks and snowy egrets. The end product is a deep-water marsh that provides enhanced wildlife value and restored the project to its historic wetland type.

Sweet Bay Hollow Apartments

Francis Meginniss Booth Trust - Tallahassee, FL

Development of 41 apartment units and associated parking, utilities, and stormwater management facilities.

Call Street and Cadiz Street Stormwater Improvements

City of Tallahassee Stormwater Division - Tallahassee, FL

Design for a flood relief stormwater facility and modification of existing urban drainage systems over a study area of over 200 acres.

US 98 / Thomas Drive Interchange

FDOT District Three - Panama City Beach, Florida

Lead roadway design engineer for the design of a three-level interchange connecting three arterials and a major bridge.

SR 79 US 98 to South of ICWW

FDOT District Three - Bay County, Florida

Mr. Large served as the lead roadway design engineer for this multi-laning project in Bay County. His responsibilities as lead roadway engineer for the design of a 4.5 mile road multi-laning project.

SR 61 (US 319) From SR 263 (Truck Route) to SR 363 (Adams Street)

FDOT District Three - Leon County, Florida

Lead engineer for widening and resurfacing of SR 61 from a 2-lane rural section to a 2-lane with center dual left turn lane rural section.

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Russell Large, P.E.
Principal

(continued)

Forest Village Shopping Center

Candler Development Company - Tallahassee, FL

Design for 7,000 sf of commercial space and associated parking, access, and utilities.

Summer Chase Condominiums

Goose Creek Developers, Inc. - Tallahassee, FL

Design and permitting for 204 condominium units and associated parking, utilities, including a sewer lift station, and stormwater management.

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Rick Jenkins, P.E.
Project Manager/Engineer



Professional Overview

Mr. Jenkins' duties include the management, design, production and permitting of a well-rounded variety of civil engineering projects. Mr. Jenkins has applied his technical knowledge and project management skills in the successful completion of various projects for public agencies such as Leon County Public Works, City of Tallahassee Stormwater Division, City of Carrabelle, FDOT, and the Suwannee River Water Management District. His experience includes stormwater management design, environmental permitting, roadway design, and utility design and coordination. Prior to joining Inovia Consulting Group, Mr. Jenkins worked for FDOT in the Midway Maintenance Office as a Permits Technician. Projects representative of Mr. Jenkins abilities are discussed below:

Relevant Experience

Frenchtown Stormwater Improvements, Phase I, Tallahassee, FL

City of Tallahassee Stormwater Division

Engineering design and permitting for major street drainage and stormwater management upgrades for the Carter Howell Strong Park and adjacent streets within the Frenchtown area. Mr. Jenkins was the responsible design engineer for the project as well as the project manager. The project has required extensive xpSWMM modeling to analyze and improve the existing flooding. The project required extensive planning and coordination with utility providers including the City of Tallahassee Utility Department regarding sanitary sewer, water, gas, and electric, Embarq, Comcast, and AT&T. The project involved permitting with NFWFMD and the City of Tallahassee Growth Management.

Ben Boulevard Drainage Improvements, Tallahassee, FL

Leon County Public Works

Engineering design and permitting for rural street drainage and stormwater management upgrades for Ben Boulevard and its surrounding area. Mr. Jenkins is the responsible design engineer for the project as well as the project manager. The project has required extensive adICPR3 and xpSWMM modeling to analyze and improve the existing flooding. Improvements such as culvert, inlet and ditch upgrades and construction are proposed. The project involved permitting with NFWFMD and Leon County Growth Management.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer
FL No. 68365

YEARS OF EXPERIENCE

9+

AFFILIATIONS

Florida Engineering Society

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Rick Jenkins, P.E.
Project Manager/Engineer

(continued)

Call Street and Cadiz Street Stormwater Improvement Project, Tallahassee, FL

City of Tallahassee Stormwater Division

This project consists of resolving urban flooding problems in the Call and Cadiz Street area. The design for the project required improvements to the drainage systems, the sanitary sewer system, and some roadway resurfacing in the Call Street and Cadiz Street area. The stormwater aspect of the project consists of the addition and replacement of drainage structures as well as the construct of a new stormwater management facility. The sanitary sewer part of the project consists of the addition and replacement of sanitary sewer manholes and sewer main. A large section of Call Street was also called to be resurfaced with the project. Mr. Jenkins' involvement in this project included extensive drainage design, utility design and coordination, and the production of plans for permitting and construction. Mr. Jenkins was instrumental in the roadway design for the resurfacing part of the project and heavily involved in the permitting process with The City of Tallahassee Growth Management, FDEP, FDOT, CSX Transportation, Leon County and Northwest Florida Water Management District.

City of Carrabelle Drainage Improvements, Carrabelle, FL

City of Carrabelle

The project consists of resolving flooding issues in 6 locations within the City of Carrabelle including Avenue J and 4th Street intersection, River Road cross drain, Wellborn Avenue and Bruce Avenue intersection, Ryan Drive and Avenue F intersection, Avenue C and NE 3rd Street intersection, and the Post Office. Work includes upgrading ditches, cross drains, side drains and the replacing of existing structures. The project involved permitting with Florida Department of Environmental Protection and the Florida Department of Transportation.

Lawndale Drainage Improvements, Tallahassee, FL

City of Tallahassee

This goal of this project is to design and oversee the drainage improvements to Lawndale Road between the Sugar Mill and Sedgefield subdivisions. Mr. Jenkins was instrumental in designing a new storm drain system that will provide adequate conveyance of runoff along Buck Lake Road. A cross drain is also proposed to relieve the surcharge condition of the north roadside ditch along Buck Lake road. Mr. Jenkins is the responsible design engineer for the project as well as the project manager. The project has required extensive adICPR3 modeling to analyze and improve the existing flooding. The project involved permitting with NFWFMD and Leon County Growth Management.

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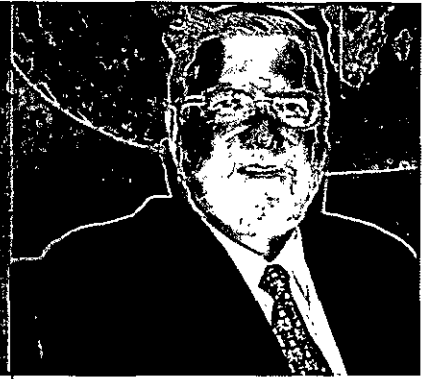
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Stephen Nichols, P.E.



Professional Overview

Mr. Nichols has over 36 years experience covering a broad range of infrastructure projects. Responsibilities include project management and technical oversight for roadway design, bridge design, PD&E studies, concept reports, bridge repair/maintenance, hazardous waste remediation, toll plazas, landscaping, and coastal marine projects. Program Management responsibilities were performed in various roles and to different degrees of complexity depending on the client's needs. Stormwater design was a major portion of the projects Mr. Nichols managed.

Relevant Experience

FDOT Bridge Replacement Program

Served as Project Manager for six projects in various Districts. Projects varied from major river crossings to rural creek crossings. Responsibilities included negotiations, design oversight, permitting, utility coordination, schedule, and budget. Document review of bridge hydraulic reports and drainage reports related to the bridge replacement design.

Blueprint 2000 - Stormwater Pond Development

As Program Manager for Blueprint 2000, Mr. Nichols managed the landscaping and pedestrian trail project for the regional stormwater facility on US 90 west of Capital Circle NW. A program was developed to remove the Channeled Apple Snails that had infested the pond and were eating the recently planted wetland vegetation.

Osceola County Impact Fee Program

During Mr. Nichols' assignment as project manager, he guided designers to develop regional stormwater facilities that would provide compensatory treatment for future county projects and planned developments adjacent to the facility. Multiple meetings and extensive coordination was necessary to address all stakeholders' interests. Designs were expanded to include the entire watershed and future effects of development on the regional facility employed through a portion of the project.

EDUCATION

Bachelor of Science in
Civil Engineering
Tennessee Technological
University

REGISTRATION

Professional Engineer,
FL No. 27463

YEARS OF EXPERIENCE

36

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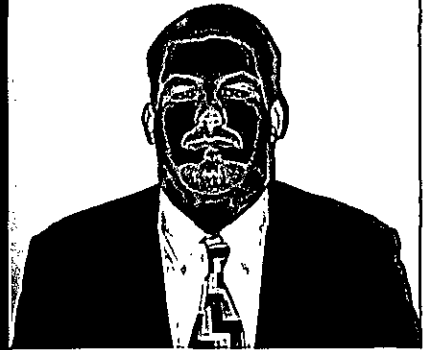
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Scott Lord, E.I.



Professional Overview

Mr. Lord is responsible for the design, production and permitting of a diverse selection of civil engineering projects. Mr. Lord has succeeded in completing a variety of projects in all aspects of civil design with the application of his technical knowledge. His experience includes stormwater management design, environmental permitting, roadway design, GIS mapping, surveying, and utility design. Previous to joining Inovia Consulting Group, Mr. Lord worked on various projects throughout Georgia, North and South Carolina, and North Florida. Projects representative of Mr. Lord's abilities are discussed below:

Relevant Experience

Autumn Woods Drainage Improvements - Tallahassee, FL

Leon County Public Works

This project consists of the development of an existing stormwater model for over 1,500 acres of contributing drainage area that experiences flooding problems. The project includes recommendations of upgrades to the existing system which will alleviate many of the problems that cause the current flooding conditions, as well as development of proposed conditions models, conceptual plans, and cost estimates.

Frenchtown Stormwater Improvements, Phase I - Tallahassee, FL

City of Tallahassee

Engineering design and permitting for major street drainage and stormwater management upgrades for the Carter Howell Strong Park and adjacent streets within the Frenchtown area. Mr. Lord was the primary designer for the project and worked closely with City of Tallahassee staff in developing the final design. The project required extensive planning and coordination with the City of Tallahassee Utility Department regarding sanitary sewer, water, gas, and electric. Coordination with Embarq, Comcast, and AT&T was also necessary. The project involved permitting with NWFWM and the City of Tallahassee Growth Management.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

10

AFFILIATIONS

Florida Engineering Society
American Society of Civil Engineers

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fax 850.298.4498

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Scott Lord, E.I.

(continued)

Edinburgh Drianage Improvements

Leon County, Florida

This project consists of the drainage improvements for lots 18 through 21 of Edinburgh Estates. Mr. Lord prepared a new grading plan for the drainage easement area to increase storage volume and prevent yard flooding. The grading plan included considerations for existing structures, trees, canopy road setbacks, and the existing unaltered floodplain. Mr. Lord was instrumental in the design, stormwater calculations, and environmental permitting of this project.

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fax 850.298.4498



Molly Mitchell, E.I.



Professional Overview

Ms. Mitchell is a recent graduate of the FAMU/FSU College of Engineering. Beginning as an intern in her senior year, Ms. Mitchell has been involved in a vast array of civil engineering projects with Inovia Consulting Group. Projects in which she has been a part of involve stormwater management, site development, utility design, and infrastructure improvements. Ms. Mitchell's duties include data collection, production activities, drafting, environmental permitting, and design.

Relevant Experience

Immigration, Customs, and Enforcement Facility, Tallahassee, FL

This project was for the site development of the Immigration, Customs, and Enforcement Facility located in Tallahassee, FL. In addition to standard site development standards, Inovia employed green building techniques such as xeriscape in the design. Ms. Mitchell's duties included production activities, environmental permitting, drafting, and landscape design. She was also instrumental in overseeing the LEED aspect of the design.

Carroll & Company Floodwall, Tallahassee, FL

The goal of this project is the construction of a floodwall to prevent the Carroll and Company office building, located within the floodplain, from flooding and building damages. Ms. Mitchell is involved with wall layout design, environmental permitting, site grading, and production of construction documents.

Apalachicola Fire Hydrant Testing, Apalachicola, FL

Inovia was responsible for the testing and analysis of fire hydrants in Apalachicola. Ms. Mitchell was involved in the analysis of test data as well as production of the final report and recommendations to the City.

Engineering Services for the City of Carrabelle, Carrabelle, FL

Permitting with FDEP and the Northwest Florida Water Management district, preparation of grant documents, utility coordination and documentation, and other various infrastructure designs for the City of Carrabelle are tasks in which Ms. Mitchell has been involved with for Inovia's continuing services contract with the City.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

1

AFFILIATIONS

American Society of Civil Engineers

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Andrew Collins



Professional Overview

Mr. Collins has nearly 20 years experience in the field of computer aided engineering and design, utilizing multiple platforms for plans production. Currently, Andy supervises Inovia's CAD Department, which utilizes AutoCad Civil 3D 2011 for private and municipal work, along with Microstation Version 8 for FDOT Projects. He has extensive experience in survey data collection, use of satellite imagery, DOQQ aerial photography and digital photography for creating project graphics and itegration of these media into intelligent production drawings.

Relevant Experience

Construction Plans and Presentation Graphics for multiple projects through Leon County Public Works, including Ben Blvd., Lawndale, Edinburgh Estates, Autumn Woods and Linene Woods 2/3 Project.

Immigration, Customs, and Enforcement Facility Site Plan, Tallahassee, FL

Metropolitan Corporate Center, Multiple Site Plans and Environmental Permit Documents, Tallahassee, FL

Kingsmill Subdivision Plat and Environmental Permit Documents, Tallahassee, FL

Village at Almand Creek Multifamily Apartment Complex Site Plan, Conyers, GA

City of Carrabelle Downtown Streetscape Improvement Project, Carrabelle, FL

City of Carrabelle General Engineering Consultant, various projects, Carabelle, FL

Scipio Creek Boat Basin Improvements, Site Plan and Marina Construction Plans, Apalachicola, Florida

Multiple Sidewalk Improvement Project Construction Plans thru FDOT Design/Build and County LAP Agreement Contracts

Multiple Subdivisoin Plats for recording purposes and Civil project drawings throughout Leon and surrounding Counties

EDUCATION

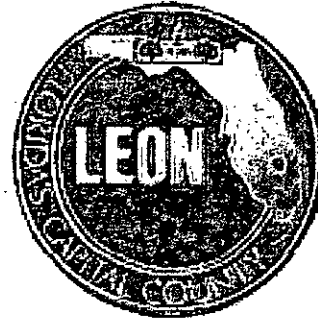
Certified Drafting
Pre-Engineering
Bainbridge College

YEARS OF EXPERIENCE

19

innovation via design

930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498



This certifies that
**ENVIRONMENTAL AND GEOTECHNICAL
SPECIALTIES, INCORPORATED**
is recognized as a
Minority/Women-Owned Business Enterprise
under the
**City of Tallahassee and Leon County
Consortium Interlocal Agreement**

For a period of one (1) year beginning:
May 18, 2010 to May 31, 2011



MBE Administrator



Certification Specialist

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Myron L. Hayden, Ph.D., P.E.
Senior Geotechnical Engineer

Professional Credentials

Bachelor of Science, Civil Engineering, Tri-State University, 1974
Master of Science, Civil Engineering, Oklahoma State University, 1975
Doctor of Philosophy, Civil Engineering, Oklahoma State University, 1978
Professional Engineer in Florida
General Contractor in Florida

Special Qualifications

- Over 30 years of Geotechnical design and investigation experience, including roadway studies, bridge designs and groundwater control
- Highly-skilled consensus builder on controversial projects
- Familiarity of FDOT Geotechnical Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 19

Years Experience with Other Firms: 16

Relevant Experience

Leon County, Department of Public Works, General Service Contract, Leon County, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features

Capital Cascade Sinkhole, BluePrint 2000 and Beyond – Conducted an emergency geotechnical investigation and design for a sinkhole which formed during construction of a stormwater management facility. The site was a listed EPA Superfund location because of known buried coal tars; therefore, the sinkhole posed both an environmental and constructability problem. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions to verify the "throat" of the sinkhole. A remedial solution was then design and approved by EPA. This project has been awarded the local APWA Emergency Project of the Year and has been nominated for the State Award for 2011.

Lake Munson Sediment Evaluation, Leon County, Department of Public Works - Conducted the geotechnical investigation to evaluate the depth of sediment within Lake Munson as part of a Munson Slough Drainage Improvements Project. The investigation was conducted to map the natural lake bottom, and to determine the type of soils to be dredged and disposed of. In addition, the constituents within the sediments were analyzed to determine if they could be disposed of in a permitted Construction and Debris Landfill, or if they would require special handling due to contamination.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Thomas H. Hayden, P.E.
Project Geotechnical Engineer

Professional Credentials:

Bachelor of Science, Civil Engineering, University of South Florida, 2003
Professional Engineer in Florida

Professional Organizations:

- American Society of Civil Engineers – 2008 President Tallahassee Chapter –2009 Tallahassee Branch Young Engineer of the Year – 2010 Eastern Regional Young Engineer of the Year – 2011 Florida Section District IV Vice President
- Florida Engineering Society – 2008-2009 K-12 Education Committee - 2006-2008 Math Counts Committee – 2009 Florida Engineering Leadership Institute Graduate
- Geotechnical Materials Engineers Council

Special Qualifications:

- Over 10 years of Geotechnical design and investigation experience, including roadway studies, stormwater design, pavement design, and materials engineering
- Familiarity of Leon County Design Standards
- CTQPI/ACI Certifications: *Aggregate Field and Laboratory Testing Technician, LBR Technician, Concrete Field Technician – Levels I and II, Concrete Laboratory Technician – Level 1, Quality Control Manager, Concrete Transportation Construction Inspection, Advanced Maintenance of Traffic Inspector – Earthworks Level 1 and Level 2*

Years Experience with EGS: 8

Years Experience with Other Firms: 3

Relevant Experience:

Tekesta Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design to remediate the pavement distress observed at the intersection of Bannerman Road and Tekesta Drive. The design included phased construction by the County crews, occurring over a low traffic period, because of the high volume of traffic at the intersection. The project was completed within the planned timeframe and traffic was maintained with only minor inconvenience to the public. The project was selected as an APWA Project of the Year by the local Big Bend Chapter.

Lauder Stormwater Pond Slope Failure and Remediation, Leon County, Department of Public Works, Tallahassee, FL – Developed and performed a subsurface investigation to determine the cause of the slope failure and develop an appropriate and cost-effective remediation plan. In addition, recommendations were provided to modify the existing slope and surrounding conditions to reduce its potential for reoccurrence.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Derwood Sheppard, P.E.
Project Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Florida State University, 2004
Professional Engineer - Florida

Special Qualifications

- Geotechnical design and investigation experience, including roadway studies, bridge designs and stormwater management
- Familiarity of Leon County Design Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 8

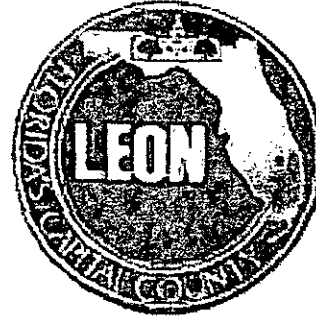
Relevant Experience

Districtwide Miscellaneous Geotechnical Consultant to the Florida Department of Transportation, District 3 , Chipley, FL – Assisted with the design of various transportation related projects for the Florida Department of Transportation under a General Service Contract. The tasks have included the Geotechnical analysis for roadway design, culvert extensions, bridge foundations, bridge repair, mast arm installation, slope evaluations, base failures, lane additions and stormwater pond designs.

Leon County, Department of Public Works, General Service Contract, Tallahassee, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design of culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations, stormwater ponds and sinkhole repairs.

Cloudland Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design for a slope failure located within a residential parcel which occurred during a 7-inch rain event. While the "standard solution" would have been the design of a retaining wall, a non-conventional remediation was recommended to prevent the potential "fall" hazard to the occupants of the property. The design included the installation of a system of underdrains within the slope to relieve the hydrostatic pressures, then backfilled. A geotextile fabric was "nailed" to the face of the slope using stainless steel nails averaging 6-feet in length. Topsoil was then placed over the slope, covered with an erosion mat, then sodded. The project was awarded the APWA Emergency Project of the Year at the State Conference in 2010.

Lauder Stormwater Pond, Leon County, Department of Public Works – Assisted with the geotechnical investigation to evaluate the potential of a sinkhole formation as well as to provide a remedial slope design. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions at the location of a formed depression.



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Minority/Women-Owned Business Enterprise
under the
City of Tallahassee and Leon County
Consortium Interlocal Agreement

For a period of one (1) year beginning:
JULY 13, 2010 TO JULY 31, 2011



MBE ADMINISTRATOR



CERTIFICATION SPECIALIST



HSA Consulting Group

JOHN E. MATTHEWS, PLS, PSM
PROFESSIONAL SURVEYOR AND MAPPER

Summary of Qualifications

Mr. Matthews has over thirty years experience as a supervisor in surveying and data collection of all types of planimetric and topographic data using both conventional and photogrammetric methods, Bathymetric surveys and contour maps relating to drainage and stormwater structures. He has over 15 years experience in the fields of CADD, GIS, and GPS. He has an extensive background in researching and analyzing available data in the transportation planning, surveying, civil engineering and other associated disciplines in both the public and private sectors. Mr. Matthews has done work in most of the 67 Florida counties. His experience includes working as a contract/project manager for the Department of Environmental Protection (DEP). Mr. Matthews also has extensive experience as a Professional Land Surveyor with the Florida Department of Transportation (FDOT)'s Central Office working with surveying, GPS, GIS, & CADD. In the recent past, Mr. Matthews served as a consultant to the FDOT Office of Information Systems working on the Enterprise Wide Electronic Data Management System and GIS Information Portal applications. Mr. Matthews produced the 1999 Traffic Count Sites color and black and white maps in ArcView for FDOT District 7. After joining HSA Consulting Group in early 2001, Mr. Matthews has been extensively involved in utilizing GIS for GPS Ground Control, Surveying, Photogrammetric Mapping, inventory of aerial topographic surveys, and RCI data on over 2000 linear miles. Prior experience with state agencies is summarized below:

FDOT Central Surveying & Mapping Office

- Developed and delivered GIS presentations to FDOT Central Office and District personnel on using GIS in various applications and disciplines throughout the transportation profession
- Produced FM GIS application of Lafayette Building showing all physical property and linked computer databases for hardware, software and maintenance schedule in ArcView
- Member of the GIS Cartographic Standards Technical Working Group

Central Office of Information Systems – Consultant to GIS/EDMS Coordinator

Duties included but were not limited to:

- Trained District personnel in use of Electronic Document Management System application
- Prepared GIS front end view for Intranet "Enterprise Information Portal"
- Researched and advised on conversion of CADD files and historic documents

As Vice President of Surveying and Mapping for HSA, he has served as Surveyor in Charge on the following:

Aerial Topographic Surveys for 3R Design Projects throughout Northwest Florida

Mr. Matthews served as Surveyor and Mapper in Charge of several photogrammetric mapping projects for collecting 2D and 3d topographic survey data including SR12 in Leon and Gadsden Counties, SR61, SR 285, SR85, and so on. The data was used to produce survey layers required for final design of roadway resurfacing/rehabilitation projects. The ground control survey data was developed by establishing GPS control for ground targets. The projects were flown at 1800 feet AGL, using a Zeiss/Intergraph Digital Mapping Camera. HSA developed a customized desktop software application, SurveyCreator, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats.

Statewide General Highway Geo-Spatial Mapping Project

Mr. Matthews recently completed serving as Project Manager for the FDOT Surveying and Mapping Office on a three-year contract to reformat 26 of the General Highway Maps of Florida's 67 counties to conform to Florida's new CADD/GIS standards for published maps. Working directly with the FDOT Surveying and Mapping Office Geographic Mapping Section, HSA transitioned from MicroStation J to MicroStation V8 and helped develop a working template to speed up the production of the reformatting process.

JOHN E. MATTHEWS. PLS, PSM

Aerial Topographic Survey for SR 817 in FDOT District 4 - Ft Lauderdale, FL

Mr. Matthews served as project surveyor for the aerial topographic survey of SR 817/University Drive from C-13 Canal S. of Oakland Park Blvd. (MP 13.408) to C-14 Canal N. of Southgate Blvd. (MP 18.006) in Broward County. The project is a major urban arterial with an overall length of 4.6 miles, and traverses within the cities of Lauderhill, Sunrise and Tamarac. The limits of this project are from C-13 Canal S. of Oakland Park Boulevard (MP 13.408) to C-14 Canal North of Southgate Boulevard (MP 18.006).

County Boundary Crossing Surveys

Mr. Matthews served as Project Manager and Surveyor in Charge of GPS and conventional surveying and research for specific purpose surveys to identify County Line crossing points along all 2400 miles of state roadway network throughout the 16-County area of FDOT District Three. Photo-identifiable targets were placed at each location point to establish section begin points within aerial photography for a three-dimensional mapping product.

Tampa, Florida Airport Photogrammetric Project

Mr. Matthews was the Surveyor in Charge of the pilot effort that is the subject of a sole source contract and is being considered by the FAA for establishment as the technical standard for airport obstruction clearance analysis. Mr. Matthews collected ground control survey data on airport property to generate highly accurate stereo pairs (R3D data), and a block-adjusted aero-triangulation solution for use by the prime consultant in generating 3D planimetrics for airport obstruction clearance analysis.

Multiple Digital Photogrammetric Mapping Contracts – 2000 - 2007

- Since early 2001, Mr. Matthews has provided oversight of the GIS/photogrammetric mapping efforts of HSA staff on over 2200 miles of state roadways in FDOT District Three, including US98, I-10, SR79, SR81, SR83, SR85, SR87, US231, US331, and so on. He was responsible for setting ground control by establishing GPS coordinates on photo-identifiable targets placed along the corridors for all roadways. He was responsible for overseeing and coordination of the aerial surveys and digital softcopy techniques that were employed in these efforts, along with controlling the imagery using aerotriangulation. Surveying and mapping scope requirements for these aerial mapping projects were established in conjunction with and coordinated with the District Three Surveying and Mapping office.

Pilot Study - Aerial Survey for 3R Design Projects on SR85 and SR393

Mr. Matthews served as Project Manager on a pilot photogrammetric mapping project on SR 85 and SR393 in Okaloosa County, FL (14.91 & 2.81 mile projects) under the direction of FDOT District Three Surveying to produce survey data required for final design of two resurfacing/rehabilitation projects in Okaloosa County. The ground control survey data was developed by establishing GPS control for ground targets. Digital softcopy technology was used including development of digital terrain models for portions of the project area for the 1200-foot AGL flights, scanned at 14 microns. HSA developed a customized desktop software application, SurveyAssist, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats. Accuracies of 1/10 of a foot were independently verified.

Recent relative project experience - 3R Design Project on SR95/US29 in Escambia County

Mr. Matthews served as Project Manager on a 1 mile urban portion of SR 95/US29 in Escambia County, FL under the direction of FDOT District Three Surveying to produce survey data required for final design of a resurfacing/rehabilitation projects in Okaloosa County. Stereo Imagery data extraction was utilized for planimetric data and conventional surveying techniques were used for DTM's, Drainage, Alignment and Referencing for the project limits.

Professional Credentials

Licensed as a Professional Land Surveyor since 1988

Member of the Florida Society of Professional Surveyors and Mappers

Qualified Instructor for the Florida Surveying and Mapping Society



HSA Consulting Group

Gary W. Freeman, PSM Survey Manager

Professional Profile

Professional Registration:

Professional Surveyor and Mapper
Florida Registration No. 5972, 1999

Professional Affiliations:

Florida Surveying and Mapping Society
Florida GPS Users Group
Bay County Association of Realtors
Holmes County Association of Realtors

Experience

Gary W Freeman, P.S.M. has 30 years of surveying and mapping experience. He has been involved in a wide range of surveying projects for the private and public sectors that have helped him develop an *outstanding foundation in the surveying and mapping profession*. Mr. Freeman grew up surveying in Central Florida and later moved to the NW Panhandle of Florida where he resides now.

Mr. Freeman's experience recently has been with FDOT District 3 when he worked for DRMP, Inc. and in the private sector when working for Culby Group Surveying. Mr. Freeman has performed FDOT Design and Right of Way Surveying projects along with Aerial Control, Alignments, S.U.E. and Maintenance Map surveys.

Mr. Freeman has also worked in Districts 1, 2, 5, 7, and 8 in the past.

Education

Florida Minimum Technical Standards
Florida Laws
Data Collectors
AutoCAD
Survey Business Management
Positional Tolerance and Least Squares Adjustments
GPS Training with Topcon
Mean High Water
FEMA Elevation Certificate
Caice Processing and Software use
Jurisdictional Surveys
GPS Control Surveys

Sample Project Experience:

- Design Survey, 3R Survey and Maintenance Map FDOT
- SR10, Leon County
- SR10, Escambia County
- SR79 from SR10 (US 90) to Alabama State Line, Holmes Co.
SR79 from Town of Ebro to Holmes County Line, Washington County.
- SR 291, Escambia County
- SR390, Bay County
- I10-I110, Escambia County
- SR8 I-10 Projects, Multiple Counties
- US29, Escambia County
- Boundary and Topographic Surveying
- Boundary and Topographic Survey of the Boardwalk on Panama City Beach for Royal American
- Topographic Survey at Panama City Airport for Avcon.
- 1400 Acre Boundary, Topographic and Wetland Survey for St Joe Company on Back Beach Road, SR30A .
- Boundary and Topographic Survey for Trammell Crow on Back Beach Road.

Sample Department of Defense Project Experience

- Tyndall Air Force Base, Military Base Family Housing Privatization Surveys, Bay County.
- Eglin Air Force Base, Military Base Family Housing Privatization Surveys, Okaloosa County.

Sample FDEP Project Experience

- Florida Greenways and Trails Development and Improvement Projects

Specialized Training

- CAiCE Training
- GPS Training
- MOT Certified
- AutoCAD
- Fema Elevation Certificates

Kevin Pope

Director of Scientific Services/Project Manager

Kevin Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. Mr. Pope has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation and to guide private sector clients toward smooth and efficient interactions with government agencies on all levels.

Mr. Pope highly respected in both government and private sectors for his comprehensive knowledge of environmental issues and ability to provide environmental services in a timely and efficient manner. He and his Pope Environmental staff conducted National Pollutant Discharge Elimination System (NPDES) inspections for the Florida Department of Environmental Protection and assisted the Department with providing guidance to local communities regarding water quality protection planning. They also assisted the Suwannee River Water Management District (SRWMD) and Northwest Florida Water Management District (NFWMD) with Environmental Resource Permit (ERP) review and site inspections. Pope Environmental is the only environmental firm chosen to support Leon County, Florida's \$800 million infrastructure and environmental resource improvement project, Blueprint 2000 and Beyond.

Kevin Pope personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education, permitting and conservation services for private, corporate and government clients.

Education

Master of Science, University of Florida, Environmental Engineering Sciences, with a special emphasis on Systems Ecology.

Bachelor of Science, University of South Carolina, Double Majors in Biology and Marine Sciences.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Principal - Pope Environmental, Inc - Directs technical and scientific services for an environmental consulting firm based in Tallahassee, Florida. Services include environmental resource identification, delineation, assessment, monitoring and mapping, regulatory agency assistance, environmental permitting, planning, and project design, mitigation assessment, planning, permitting, and monitoring, public and targeted audience education, and conservation easement support and development.

Conservation Coordinator-The Red Hills Conservation Program of Tall Timbers Research Station - Coordinated land conservation efforts of the most active 501(c)(3) qualified conservation land trust in the Southeast. Performed and supervised baseline documentation surveys for over 20,000 acres of working forest landscape, in support of land owners' donation of conservation easements. The surveys included delineation and quality assessment of wetlands, wildlife habitat, rare and endangered species, commercial and natural forests, agricultural operations, as well as cultural, historical, and archeological resources. Documented features using photography and state-of-the-art

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

GPS/GIS mapping. Negotiated conservation easement provisions with land owners. Organized and presented public education workshops on conservation easements and land stewardship, including obtaining grant funding for the events.

Water Resources Manager - Berryman and Henigar, Inc - Supervised Water Resources Division in Tallahassee office of a national environmental and engineering consulting firm. Services included technical support to local and state government on National Pollutant Discharge Elimination System (NPDES) and Total Maximum Daily Load (TMDL) programs, Lake Okeechobee Watershed Assessment Project, and technical oversight of Lake Okeechobee Phosphorus Reduction Grant Program for South Florida Water Management District.

Environmental Director - Leon County, Florida - Directed the Environmental Division of the rapidly growing capitol county of the nation's fourth largest state. With 25+ employees and an annual budget over \$1 million, the department reviewed and approved all development and public works projects, performed compliance inspections, and took enforcement action against unpermitted and non-compliant activities. Other actions in this position included:

- Acquired and administered \$600,000 in USEPA grants for watershed pollution reduction studies in the Lake Lafayette and Woodville Recharge basins.
- Administered the \$250,000 Bradfordville Storm Water Study, which developed the county's first science-based, site-specific storm water control regulations.
- Initiated and conducted extensive interstate negotiations between Florida and Georgia regarding Ochlochonee River water quality.
- Developed and administered the county's first ambient water quality monitoring program.
- Assisted with the development of FDEP's Sediment and Erosion Control Inspector training curriculum.
- Provided technical and scientific advice to the Board of County Commissioners on a wide range of environmental topics.
- Conducted extensive interagency coordination and interaction with media and elected officials.
- Conducted extensive public outreach on water quality protection and other environmental issues.

Environmental Supervisor - Florida Department of Environmental Protection - Directly conducted comprehensive reviews of Wetland Resource Permit (WRP) and Environmental Resource Permit (ERP) applications in North Florida, including completeness review, soliciting comments from other state and federal agencies, performing site inspections, assessing impacts and mitigation proposals, preparing recommendations for redesign of projects to minimize or avoid impacts, drafting permits and permit conditions, drafting permit denials, supporting permit issuance or denial in administrative hearings. Supervised 3 to 6 Environmental Specialists performing similar reviews throughout all of Florida. Supervised liaison with Florida Department of Transportation for highway projects. Provided expert testimony on wetlands and water quality. Drafted ERP processing policies and procedures as a part of initial ERP implementation.

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

Recent Projects

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, review of environmental permit applications prior to submittal, coordination with FDEP, NFWFMD, and USACE regulatory staff to assure compliance with all applicable environmental regulations, public education, and other environmental technical support.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Wastewater Disposal Expert Testimony - Hillsborough County - Provided expert testimony before the Hillsborough County BOCC regarding wastewater disposal options in a karst region with existing groundwater contamination. A 6-1 vote in favor of the recommended option was secured.

ERP Processing Assistance – Suwannee River Water Management District – Open contract to provide comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Assisted in review of Magnolia Bay marina proposal with procedural recommendations and wetland delineation review.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Provided annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

Aucilla Land and Timber – Rocky Creek – Madison County, Florida – Provided comprehensive environmental services for the 2,800 acre phased residential community development near the Aucilla River, including all natural features identification, assessment and mapping, extensive design recommendations for impact reduction, environmental permitting with the SRWMD, and mitigation plan development and implementation.

Pope Environmental, Inc

Trudie Bell
Senior Scientist/Project Manager

Trudie Bell is a highly experienced scientist with over of 25 years as a technical professional in the environmental resource protection field. Her expertise includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. She has worked on regulatory issues from all perspectives, as a long-time regulator with Florida's Department of Environmental Protection and for the past decade as a consultant to industry, government, and private land owners. She has been involved in the design of a variety of mitigation projects including wetland restoration through vegetation alteration and hydrologic enhancement, wetland creation and land preservation. She has conducted wetland reclamation and mitigation monitoring, trend analysis, and success determination of both hydrologic and vegetation components.

Ms. Bell applies her vast land use and regulatory experience to bring her clients, in both the private and public sectors, a comprehensive knowledge of the environmental regulatory process and keen insights to navigating that process in an efficient and effective manner. Her excellent communication and coordination skills allow her to assist public agencies with their most sensitive and complex programs, including establishing new environmental regulatory or educational programs and refining existing processes to improve public service and conservation effectiveness.

Education

Bachelor of Science, Montana State University, Zoology. Received a Montana University System Honor Scholarship and a Montana State University Scholarship.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Environmental Consultant - Provides a wide variety of environmental consulting services throughout Florida and the Gulf Coast region. Services include performing NPDES stormwater inspections for construction and industrial projects, setting Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) wetland jurisdictional lines, conducting mitigation site assessments with WRAP and UMAM methodologies, preparing mitigation plans, conducting mitigation site monitoring, performing Phase I Environmental Site Assessments, assessing and identifying natural habitat and preparing natural feature inventories and maps for private clients and state agencies, preparing Joint Wetland Resource Permitting and Environmental Resource Permitting applications, interfacing with regulatory agencies regarding permitting applications, advising clients regarding potential uses of land parcels, and applying for various DEP State Lands instruments, including disclaimers, use agreements, easements and consents of use. Additional responsibilities include plant identification, production of plant and animal species lists, Threatened and Endangered Species surveys, data entry and manipulation, report preparation, photography, land use area mapping, and water quality sampling.

Environmental Specialist - Florida Department of Environmental Protection - Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and

Pope Environmental, Inc

Trudie Bell
Senior Scientist/Project Manager

local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Supervisor - Florida Department of Environmental Regulation - Supervised an environmental review section responsible for reviewing and approving Wetland Resource Permit applications throughout the state. Additional responsibilities included training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, Federal agencies, and other divisions of the Department of Environmental Regulation. Received a Team Performance Award for outstanding work as a supervisor.

Environmental Specialist - Florida Department of Environmental Regulation - Reviewed Wetland Resource Permit applications and made technical recommendations for issuance or denial to Department Secretary. Assisted applicants with project modifications to achieve compliance with applicable regulations. Coordinated with local, Federal and other state agencies; conducted field inspections of proposed project sites; and provided expert testimony at administrative hearings. Coordinated drafting of Mitigation Rule for offsetting wetland impacts and public workshops as part of the rule adoption process.

Recent Projects

NPDES Inspections - Florida Department of Environmental Protection - Statewide - Project Manager for on-going contract to perform inspections of industrial activities and construction sites regulated under National Pollutant Discharge Elimination System (NPDES) and support FDEP compliance and enforcement efforts.

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to a \$700 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

NPDES Phase 2 Notice of Intent (NOI) and Annual Report (AR) Support - Florida Department of Environmental Protection - Statewide - Providing technical expertise and process improvement advice, as well as review and database management services regarding NOI's and AR's received by the Department.

Objective Based Vegetation Management – Florida Fish and Wildlife Conservation Commission – Conducted extensive vegetation monitoring, in accordance with the FWC scientific sampling methodology, in several north Florida Wildlife Management Areas, to provide objective data for developing habitat management plans.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

San Pedro Bay Mitigation Bank Monitoring – Buckeye Florida – Taylor County, Florida – Assisted Birkitt Environmental with baseline monitoring of large mitigation bank established to offset wetland impacts.

David Layne
Senior Scientist/Project Manager

David Layne is a highly experienced scientist and naturalist with over 30 years as a technical professional in the environmental resource protection field. His extensive knowledge of Florida's natural ecosystems, based upon decades of field investigations throughout the state, allows him to accurately identify, delineate, and assess the quality of natural and disturbed ecosystems, determine the potential effects of proposed development or conservation activities, and prepare practical and effective conservation management plans. His expertise also includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. He has addressed regulatory issues from various perspectives, as a long-time project manager with Florida's Department of Transportation, an environmental regulator and wetland delineator with the Department of Environmental Protection and as a Conservation Biologist for a non-profit land trust, the Red Hills Conservation Program at Tall Timbers Research Station. Mr. Layne uses his encyclopedic knowledge of Florida's ecology to provide his clients with comprehensive evaluations of natural and cultural features and practical recommendations for land management to achieve resource utilization and conservation goals.

Education

Bachelor of Science in Biology - Lynchburg College

Master of Science in Ecology - University of Tennessee

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Senior Scientist/Project Manager – Pope Environmental, Inc., Tallahassee, Florida – Conducts and supervises comprehensive natural resource assessments including habitat quality determinations, plant and animal species identification, management planning, mitigation planning, and wetland delineation, as well as assessment of potential impacts and recommendations for impact minimization. Compiles comprehensive data sets required for regulatory compliance and prepares applications for local, state, and federal environmental permits. Responsibilities also include extensive monitoring of natural communities on conservation easements and habitat enhancement projects.

Land Conservation Specialist - Tall Timbers Research Station, Red Hills Conservation Program, Tallahassee, Florida - Conducted baseline inventories of natural, cultural, historic and scenic resources and wrote biological survey reports, baseline documentation reports, easement documentation reports, and conservation management plans for conservation easement properties on plantations in the Red Hills and adjacent areas of Florida and Georgia. Responsibilities included plant and wildlife identification, wetland delineation, habitat assessment, management planning, Threatened and Endangered Species surveys, data entry and manipulation, photographic documentation, GIS mapping of properties for easement properties using GPS technology and ArcGIS 8 and 9, and compliance monitoring of previous easements.

Environmental Consultant - Florida Department of Environmental Protection, Siting Coordination Office, Tallahassee, Florida - FDEP contact for Florida High Speed Rail projects. Developed project tracking system for the Siting Coordination Office. Updated the power plant siting rule and

Pope Environmental, Inc

David Layne
Senior Scientist/Project Manager

application form. Developed standard formats and processes for Conditions of Certification and Modifications. Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Specialist - Florida Department of Environmental Protection, Bureau of State Lands and Environmental Regulation, Wetland Evaluation and Delineation Section, Tallahassee, Florida - Worked as a botanist and wetland ecologist to delineate and assess State of Florida regulated wetlands, using Henderson (1984) and unified (1994) methodologies, identification of plant species, and interpretation of aerial photography. Assisted Water Management Districts and FDEP Districts with location of wetland boundaries on complex sites, assisted in enforcement of wetland protection regulations, provided expert testimony at administrative hearings, assessed wetland quality, extent, and habitat for other sections within FDEP and other state and local agencies. Performed delineation training for personnel from other state and local regulatory agencies. Reviewed proposed legislation which would affect the wetland delineation process. Assisted in rule development. Assisted in the preparation of the Florida Wetlands Delineation Manual and the Florida Wetland Plant Identification Manual. Wrote the WED Section procedures for the Division procedures manual.

Environmental Supervisor - Florida Department of Environmental Regulation, Bureau of Permitting, Standard Dredge and Fill Permitting Section, Tallahassee, Florida - Supervised an environmental review section consisting of three Environmental Specialist II project managers and also served as project manager for environmental permit applications. Additional responsibilities included the training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, federal agencies, local interests and other divisions of the Department of Environmental Regulation. Assisted applicants with impact reduction and mitigation. Conducted site inspections and assessed proposed impacts and mitigation. Provided expert testimony in administrative hearings and civil court proceedings and reviewed proposed legislation.

Environmental Specialist - Florida Department of Transportation, Bureau of Environment, Tallahassee, Florida - Project manager for FDOT environmental permit applications to federal, state, and local environmental agencies. Additional duties included preparing and following up petitions for rulemaking and variances from rules with these agencies; compliance inspections of FDOT projects in progress; preparing, managing, advertising, and issuing certification/acceptance permits; other coordination with environmental agencies as required.

Environmental Specialist - Florida Department of Environmental Regulation, Northwest District Branch Office, Tallahassee, Florida - Dredge and fill field inspector for a 12 county area of Northwest Florida. Duties included site visits to dredge and fill permit application locations, evaluation of the site and potential effects of the project on the local and general environment, providing design and coordination assistance to applicants and FDER staff, testimony in administrative hearings and civil court proceedings, enforcement measures against persons in violation of Florida Statutes and Florida Administrative Code Rules.

Pope Environmental, Inc

Recent Projects

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Under ongoing contract, conducts annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

ERP Processing Assistance – Suwannee River Water Management District – Provided comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Recently conducted wetland delineation review of proposed Magnolia Bay marina project.

Blueprint 2000 and Beyond - Leon County, Florida – Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Chipola River Ranch – Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 1,000 acre residential development.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Legacy of Chipola– Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 600 acre residential development.

Lake Underhill Road Property – Orange County, Florida – Baseline assessment, wetland delineation, GPS mapping, and evaluation of wetland alterations due to increased runoff from an expanded roadway, on a development-surrounded natural parcel.

Section B - Experience With Projects Of Similar Types and Size

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25

General

Our teams experience is demonstrated by the project abstracts presented in the following pages of this section. Ten projects for this work category are presented in accordance with the RFP requirements.

We understand that the success of a project depends upon the quality of decisions made at the beginning of the project. One of the first steps our team will take on each assignment will be to assemble a design criteria package for each project. The design criteria will identify the design standards, codes and other regulatory direction are utilized by the team for the specific project.

Our team utilizes resources and specialty software to perform the design task for projects under this work category. The following table represents a summary of the resources and specialty software we have used in relation to the example projects presented herein and which we will use in the performance of duties for projects under this work category. Also included in the table are the Inovia staff proficient in the use of the software and the associated years of experience.

Resources and Specialty Software

Analysis/Modeling Tool	Purpose and Use	Technical Staff Utilized	Qualifications and Experience
Autodesk AutoCAD	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell Andy Collins Paul Webb	Over 60 years of combined experience
Streamline Technologies Advanced ICPR3	Stormwater modeling, facility design, small network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Extensively used for hydrologic and hydraulic modeling, regulatory permitting
EPA SWMM 5.0	EPA Stormwater Management Model (SWMM) for off-site modeling and large network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis and concurrency modeling
XPSWMM	Dynamic modeling of stormwater, sanitary, and river systems that simulates natural runoff processes in engineered and natural systems	Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis, concurrency modeling, and analysis of large drainage systems
USACOE HEC-RAS	Water surface profile model for flood analysis	James F. Waddell Rick A. Jenkins Scott Lord	Over 15 years of experience, some training
BOSS International HEC-2	Water surface profile menu for flood analysis	James F. Waddell	Over 15 years of experience
Hydraflow by intcliSOLVE	Stormwater conveyance analysis	James F. Waddell Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell	Over 35 years of combined experience
MODRET, V6.1	Groundwater mounding and stormwater routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Over 25 years of combined experience
Bentley Microstation/GEOPAK	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Andy Collins	Over 7 years of combined experience

KAREN LANE DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee

CONTACT

Bob Mosher, P.E.
850.891.6860

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

This project for the City of Tallahassee involved the design and analysis of numerous alternatives to alleviate the flooding around Karen Lane and nearby areas. Cost, constructability, and practicality were all factors used to narrow down possible design solutions to six alternatives that were presented to the City. Environmental impacts and community cooperation were analyzed with each alternative, and recommendations were provided to the City. Inlet structure design was also provided by Inovia for this project. Inovia and Bob Mosher, P.E. with the City of Tallahassee have been working in tandem to provide the residents and businesses within the project area relief from floodwaters and erosion problems.



i n n o v a t i o n v i a d e s i g n

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

EDINBURGH ESTATES DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Leon County, Florida

OWNER

Leon County Board of
Commissioners

CONTACT

Chris Muehleimann, P.E.
850.606.1536

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

Inovia is responsible for the drainage improvements for lots 18 through 21 of Edinburgh Estates. Due to silt and grit from runoff in the depression within the project area's drainage easement, the amount of storage volume available has significantly decreased causing the floodplain to encroach into nearby yards. Inovia has prepared a new grading plan for the drainage easement area to increase storage volume and prevent yard flooding. The grading plan included considerations for existing structures, trees, canopy road setbacks, and the existing unaltered floodplain. Inovia is working alongside Leon County Public Works and with the community to alleviate the flooding within the subdivision.



i n n o v a t i o n v i a d e s i g n

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

AUTUMN WOODS DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Leon County, Florida

OWNER

Leon County Board of
Commissioners

CONTACT

Charles Wu, P.E.
850.606.1544

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

The goal of this project was to analyze Autumn Woods Way and the surrounding drainage area to determine possible improvements to the system that will reduce the current stormwater flooding. The improvements consist of upgrading various pipes and culverts and the expansion and regrading of conveyance ditches. Upon project completion, the flooding that has affected Autumn Woods Way and the surrounding areas will be alleviated. Inovia has worked alongside Leon County Public Works to implement the best alternative to improve the drainage system within the project area.



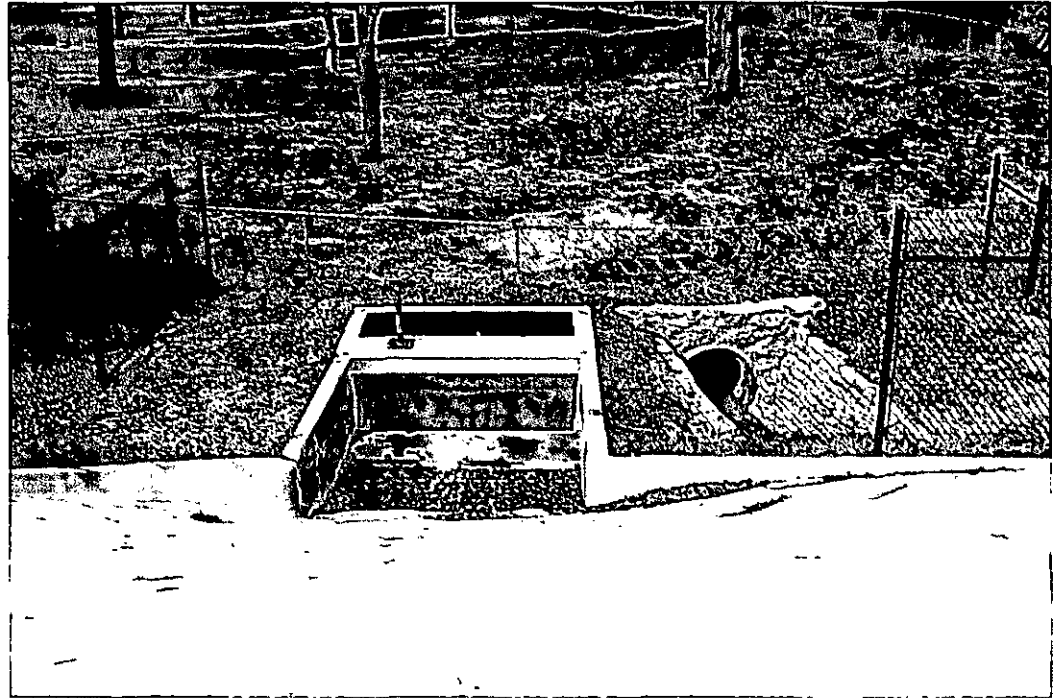
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CALL & CADIZ DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee
Stormwater Division

CONTACT

Bob Mosher, P.E.
850-891-6860

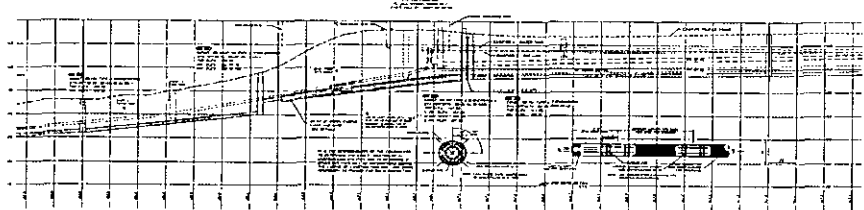
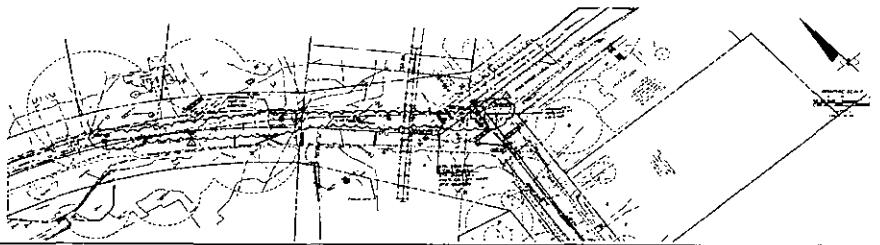
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2006

INOVIA RESPONSIBILITIES

Stormwater Design
Water & Sewer Design
Permitting

Improvements to alleviate extensive flooding in the Call Street and Cadiz Street area. Design included the improvement of the roadway drainage system and a dam to capture the stormwater runoff as a flood control facility. This project required permitting through the City of Tallahassee Growth Management, Leon County Public Works, FDEP, FDOT, and NFWMD.



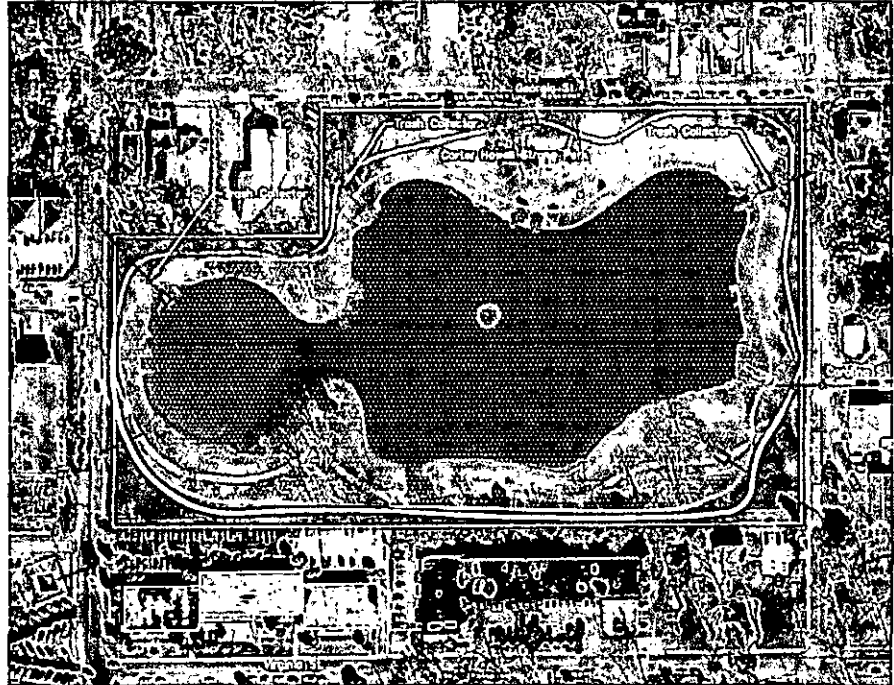
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FRENCHTOWN DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee Stormwater
Division

CONTACT

Chuck Blum
850.891.6860

DATE COMPLETED

Ongoing

Individual Experience

Rick Jenkins, P.E.
Scott Lord, E.I.

RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

This project was to identify and solve the major flooding problems that have afflicted the Frenchtown area for numerous years and has caused extensive damage, a near drowning, and even a death in 2001. Once the causes of flooding were identified, twelve alternatives were developed to mitigate the flooding that has occurred in the Frenchtown area. The chosen alternative includes the expansion of the Carter Howell Strong and Greenwood Ponds and the improvement and addition of various storm sewers and inlet structures. Rick Jenkins, P.E. was the project manager of this project and Scott Lord was responsible for parts of the design and drafting of the project. Inovia was contracted for the quality control of this project.



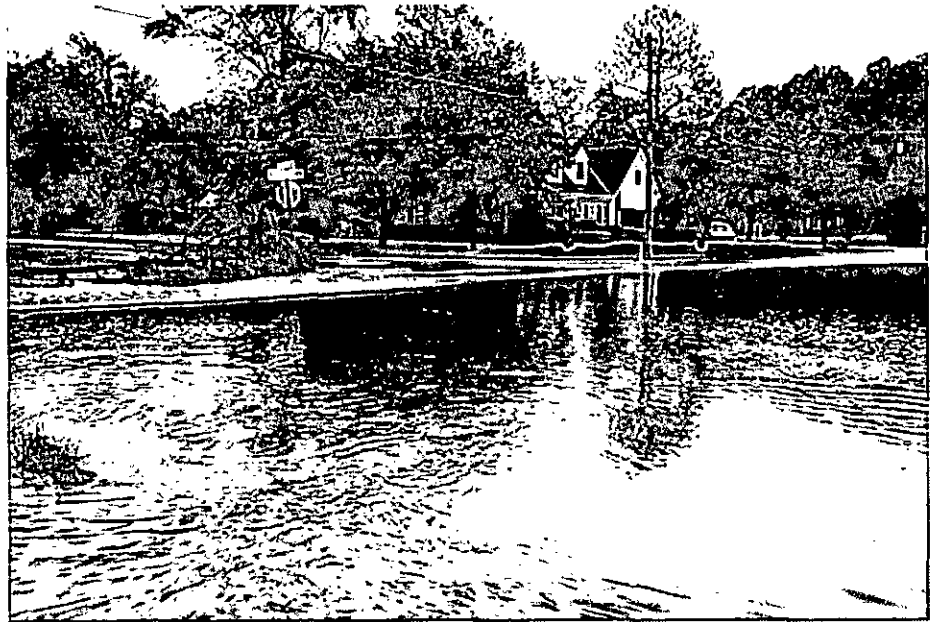
i n n o v a t i o n v i a d e s i g n

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

LAWNDALE DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Leon County, Florida

OWNER

Leon County Board of
Commissioners

CONTACT

George Su, P.E.
850.606.1544

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

Inovia is responsible for the drainage improvements to Lawndale Road between the Sugar Mill and Sedgefield subdivisions. The existing drainage ditch between the two subdivisions and the roadside ditch along Buck Lake Road overtops due to the high water elevation of the surrounding wetlands. Inovia has designed a new storm drain system that will provide adequate conveyance of runoff along Buck Lake Road. The system extends from the Sugar Mill stormwater facility to the Sedgefield stormwater facility, an existing County maintained facility. A cross drain is also proposed to relieve the surcharge condition of the north roadside ditch along Buck Lake road. Inovia is working closely with Leon County engineers and personnel.



innovation via design

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BEN BOULEVARD DRAINAGE IMPROVEMENTS



Stormwater



LOCATION

Leon County, Florida

OWNER

Leon County Board of Commissioners

CONTACT

Felton Ard, P.E.
850.606.1544

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Stormwater
Management and
Environmental Permitting

Inovia is responsible for the drainage improvements for Ben Boulevard between McLeod Drive and Heniard Drive. Due to inadequate conveyance systems, this area experiences severe yard flooding which impacts residents and damages structures. To remediate this problem, Inovia has designed a new storm drain system along Ben Boulevard and Queenswood Drive. The system will direct runoff to an existing channel and then into Lake Jackson. Inovia is working closely and efficiently with Leon County Public Works to plan and permit this project with construction expected to begin in 2011. Inovia is also a key component in this project's community awareness plan.



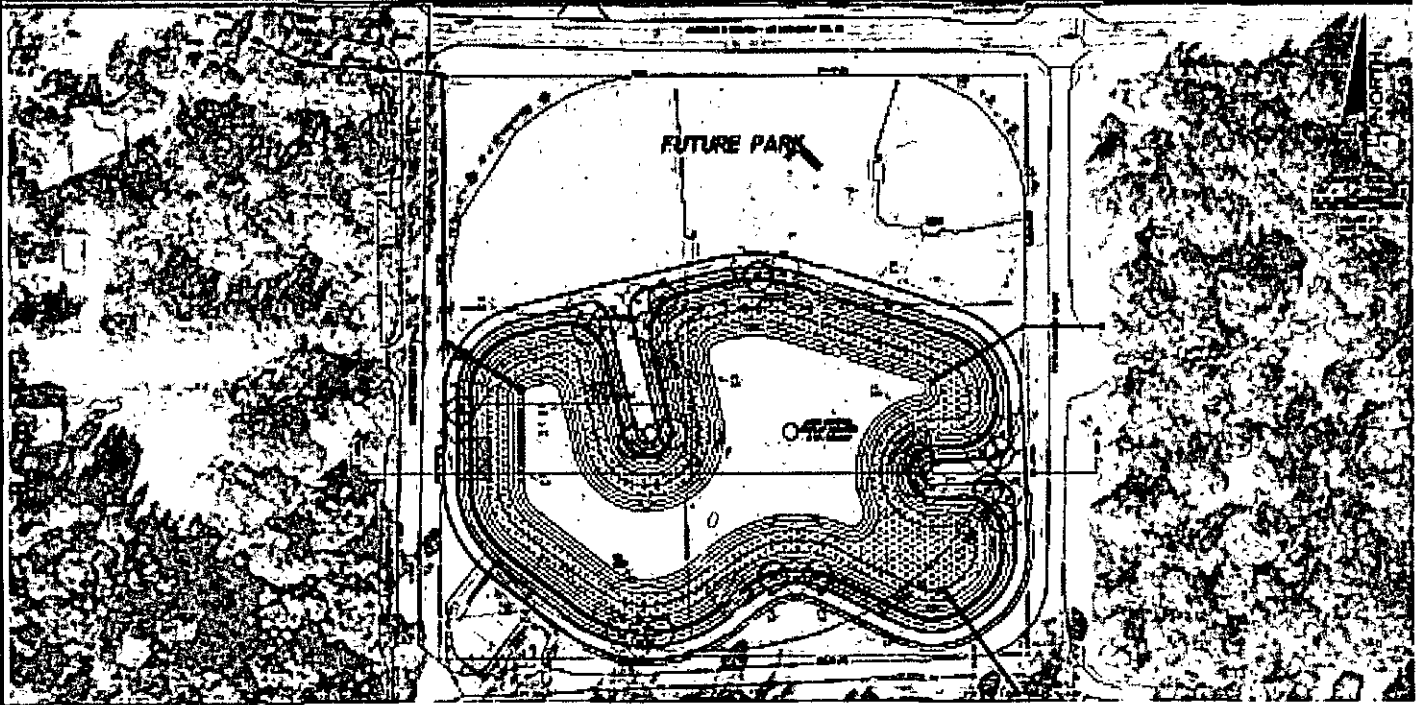
innovation via design

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GEORGE L. SANDS MEMORIAL PARK SWMF



Stormwater



LOCATION

Carrabelle, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
850.697.2727

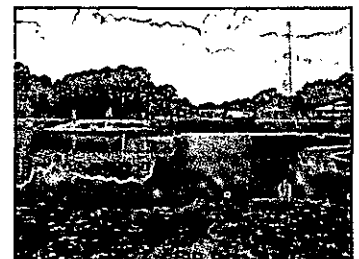
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2009

INOVIA RESPONSIBILITIES

Site Design and Environmental
Permitting

Inovia provided stormwater analysis and design for a stormwater facility to be constructed at George L Sands Memorial Park in Carrabelle, Florida. This project provides stormwater treatment and flood control for the downtown area which is not otherwise provided. This stormwater facility is a "wet" facility which can be stocked with fish which also provides an aesthetic amenity for the Carrabelle community.



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DR. FISCH VETERINARY CLINIC



Stormwater



LOCATION

Tallahassee, Florida

OWNER

Dr. Stephen Fisch, D.V.M.

CONTACT

Dr. Stephen Fisch, D.V.M.
850.386.3619

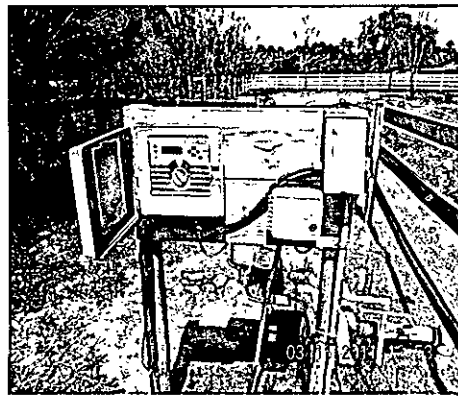
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2010

INOVIA RESPONSIBILITIES

Site Development, Stormwater
Management and
Environmental Permitting

Inovia provided engineering design services for a 23,000 sf large animal breeding facility for Dr. Stephen Fisch, DVM in rural Leon County. The project was designed and permitted in accordance with Leon County regulations. This facility is the largest of its kind in the area and provides primarily equestrian services. Inovia is also responsible for the site development and environmental permitting for the stormwater management facility. The stormwater design required an automated irrigation system to achieve volume recovery. This type of irrigation system is the first of its kind permitted through the Northwest Florida Water Management District and will be the model for all future systems.



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WEEMS ROAD DRAINAGE IMPROVEMENTS



Stormwater



LOCATION
Tallahassee, Florida

OWNER
City of Tallahassee Stormwater
Division

CONTACT
Bob Mosher, P.E.
850.891.6360

DATE COMPLETED
Ongoing

INOVIA RESPONSIBILITIES
Stormwater
Management and
Environmental Permitting

This project is a combined effort from the City of Tallahassee, URS Corporation, and Inovia Consulting Group. The City is working with URS Corporation to install an alum treatment facility in the stormwater pond between Capital Circle and Weems Road. With the pond's expansion, the City acquired land belonging to Childers' Construction. Inovia is responsible for the redevelopment of the Childers' parcel and stormwater pond, incorporating the smaller pond into the newly expanded one. This project requires extensive coordination with both the City and URS, and once completed will increase storage volume and improve stormwater conditions for all areas in vicinity.



innovation via design

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Section C - Willingness To Meet Schedule and Budget Requirements

Inovia will meet the schedule and budget requirements for projects administered under this contract. Our ability to meet these objectives is substantiated by the amount of repeat business that we have with our clients. Our project management process, which includes internal budget and scheduling software, allows us to monitor the progress of any project on an up-to-date daily basis. This perspective permits us to evaluate remaining components of the project to be completed and to project time and resources that will be necessary to bring the project to successful completion, on time and within budget.

County project managers that we have worked with are familiar with our sequentially numbered and correlated scope statement/fee calculation worksheet/Microsoft Project schedule. It is the primary tool that we use to define our role in the project. We will apply this system to all projects for this contract.

Our experience with Leon County Public Works has lead us to understand the budgeting process each of the County's project managers must adhere to. We understand that before a project can be funded, the County's project manager must report an estimate of project costs including soft cost and hard cost. The County's project manager must be able to rely upon the consulting engineer to develop these costs. The Inovia design team strives to be as accurate as possible and include a contingency amount in our construction cost estimate. We follow FDOT construction cost history and recent unit price averages closely when preparing our estimates.

Our goal is to provide a cost estimate for budget reporting purposes that is accurate and able to be backed up. This detailed approach is driven by the philosophy that at the end of the day it is never our objective to be the low bidder on the project!

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Section D - Effect of Firm's Recent, Current and Projected Workload

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The fact that there are fewer project opportunities than there were three or four years ago has resulted in less work and shorter backlog times for most firms, and Inovia is no exception. The following table illustrates projects currently under contract and the following page illustrates the availability of our staff for new project commitments.

Projects Currently Under Contract

Project Name	Project Description/Phase	Design Services Completion Date
Lafayette Heritage Trail Bridge	Final permitting phase for ped. bridge	June, 2011
Scipio Creek Commercial Basin	Initial Design Phase	September, 2011
Lawndale Road Drainage	Final Permitting Phase	May, 2011
Ben Boulevard Drainage	Initial Permitting Phase	August, 2011
Edinburgh Drainage	Possible Redesign	September, 2011
Autumn Woods Drainage	60% Final Design Plans	June, 2011
Mitcham Drive Floodwall	Initial Permitting Phase	June, 2011
Misc. Minor Projects	Varies	May, 2011

Based on the above table the completion of projects currently under contract occurs within six months of this writing. Please refer to the chart on the following page which shows that currently our staff has an average of 52% of time available for new project commitments. Projects resulting from this contract can be easily absorbed and work may commence immediately.

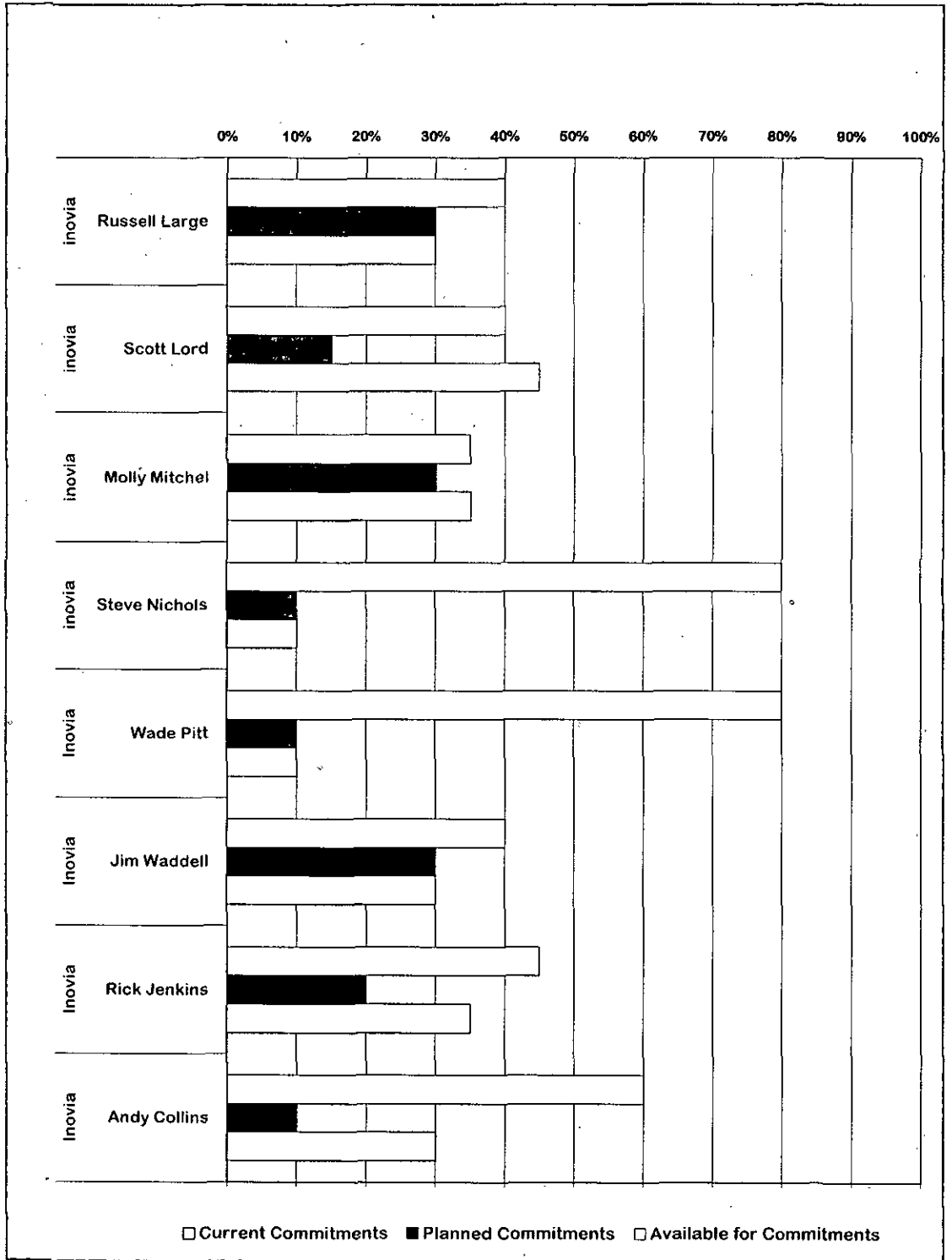
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CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

Section D - Effect of Firm's Recent, Current and Projected Workload



Section E - Effect of Project Team Location

Location

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The Inovia Team for this project is comprised of Tallahassee-based small firms with various areas of expertise to serve the County. In fact, it may be stated that our team truly boasts global project experience with a "local" touch. The leadership of the Inovia Team includes:

Jim Waddell, P.E.
Inovia Consulting Group
Principal



Mr. Waddell's professional experience spanning 23 years includes land development projects, roadway design, major utility rehabilitation and replacement projects, commercial site planning, environmental studies and permitting, public administration assistance to support funding of client capital improvements programs, development management and construction administration. Jim is a member of the Florida Engineering Society, National Society of Professional Engineers, American Society of Civil Engineers, and is registered in Florida, Georgia, Alabama and Mississippi.

Russell Large, P.E.
Inovia Consulting Group
Principal



Mr. Large's professional experience span of 17 years includes a well-rounded variety of civil engineering experience including highway design, residential subdivisions in excess of 2,000 units with dedicated public infrastructure, a variety of flood relief projects, and commercial office developments totaling 250,000 sf of gross floor area. Russell has designed and permitted many miles of water and sewer infrastructure extensions from both the City of Tallahassee and Talquin Electric systems to private and public projects in the County.

Kevin Pope
Pope Environmental, Inc.
Sub Consultant

Mr. Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. He has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation. He personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delinication, monitoring, mapping, planning, education and conservation services.

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Section E - Effect of Project Team Location

Judy Hayden, P.E.
Environmental and Geotechnical Specialists, Inc. (EGS)
Sub Consultant

Judy Hayden, P.E. and the M/DBE firm of Environmental and Geotechnical Specialists, Inc. (EGS) provide the specialty services associated with environmental and geotechnical engineering. EGS is highly qualified and has an outstanding work experience in Leon County and throughout north Florida. The staff at EGS has been providing professional services in this area since 1992.

John Matthews, PSM
HSA Consulting Group
Sub Consultant

HSA Consulting Group (HSA) brings over 20 years of surveying experience in this local area to our team. HSA is well versed in survey methods necessary for accurate control and compilation of data, as well as utilization of photogrammetry to create a complete base file for projects. Inovia regularly engages HSA as a team member for roadway and drainage projects due to their expertise in the field; they are a very valuable and important member of our team.

Inovia Team Location Summary

Firm	Role	Location
Inovia	Prime	Tallahassee
Pope Environmental, Inc.	Sub Consultant	Tallahassee
EGS	Sub Consultant	Tallahassee
HSA Consulting Group	Sub Consultant	Tallahassee

Section F - Approach to the Project

Approach to the Project

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

Work Category: Stormwater Engineering

General

Our staff has extensive experience in Stormwater Engineering projects. We strive to develop practical, feasible, and cost-effective solutions to the particular needs of each project. We understand that each assignment is unique, but we also acknowledge the economy of standardization in products, procedures, and details.

Project Management

In addition to our technical expertise, we believe our organizational structure will serve Leon County Public Works by providing prompt response to requests and exceeding expectations of service. Rick Jenkins, Project Manager, and Russell Large, Principal, will coordinate all contact with Leon County's Project Manager. When an assignment is received, a meeting will be held to determine project expectations, goals, budget, and affected stakeholders. It will then be determined if an initial planning phase will be necessary to successfully implement the best project solution. The planning phase will be beneficial to assure that all critical issues are known and addressed before the final design is complete and therefore prevent costly post design alterations to the assignment. After the meeting, a detailed Scope of Services, Project Schedule, and Man-Hour Estimate will be prepared and submitted for the project. Project deliverables and submittal dates will be included for approval by Leon County. The submitted Scope of Services, Schedule, and Man-Hour Estimate will be interrelated such that a particular task could be tracked in each document. Once approved and a purchase order issued, work will commence with predetermined periodic progress reports with pertinent status information. Our management team will provide extensive hands-on service to allow for efficient coordination of the assignment.

Internal Project Coordination

Inovia will hold internal meetings to establish project status and critical work necessary to produce quality documents for a scheduled submittal. In addition, time for a thorough Quality Control review will be included in the document preparation process. The review will be set so as to include all revisions and changes required for a given submission. Documentation of the review will be maintained until the assignment is completed and accepted by Leon County.

External Project Coordination

Coordination with other agencies will be conducted with the consent of the Leon County Project Manager. Phone conversations, email communication, and meetings will be documented and retained in the project file and copies shared with the Leon County Project Manager.

Sub-Consultant Coordination

Any Sub-Consultant required for a particular assignment will be managed through regular meetings and a thorough examination of work documents for completeness and clarity.

Section F - Approach to the Project

Agency Coordination

Coordination with any outside agencies with respect to the project will be conducted by the project manager or his designee. Meetings of significance with these agencies will be scheduled in advance to allow the County's Staff the opportunity to attend and participate. All communication with outside agencies will be recorded and incorporated into the project file.

Public Involvement

The Inovia team is well versed in the process of meaningful public involvement. Our earliest experiences in this aspect of the project has emphasized that successful public involvement is based on three fundamental factors: communication, communication and communication. We have developed a clear and concise package of digital, graphic, written and orally presented materials that is effective in delivering the message of the "who, what, where and why" on our projects. County Public Works staff and Inovia have presented multiple projects in recent months. We declare that those public information meetings have been a great success. Inovia is proud to have learned that our template and format for a portion of our presentation materials has been shared by the County with other consultants as a preferred method and approach.

On the personal side of this approach component, we believe that our ability to communicate with the public is based on the fact that we all share with the public the same collective concerns about the neighborhoods in which we live. We take great pride in the ability to distill often technically complex issues about the project into "meaningful conversation", void of aggression or some form of superiority complex, just neighbor to neighbor.

Quality Control

The Internal Organization of Standardization defines quality as the "degree to which a set of inherent characteristics fulfills requirements." Our team believes that the term "quality" should be more highly regarded. We have learned quality is also a measure of esteem which entails fully addressing all requirements with accuracy, expediency, and care, not simply meeting requirements outlined by the scope. In other words, quality is not just found in the result, it is also found in the process. For projects to live up to standards of high quality, constant monitoring of the process is in order. Inovia's Quality Control Process has evolved to be effective in reducing error and delay in the design and permitting process.

Included in the Quality Control Plan are standard, best quality practices which ensure that we provide exceptional services to each client. Each member of our staff and our sub consultants recognize the importance of quality and the responsibility they undertake as we work with the County. The Inovia Team's sense of personal responsibility promotes care in the work produced through the design process.

Checklists, which are project-tailored and dispersed at the onset of the project, are important assets when performing quality control reviews. For this contract, we have placed particular emphasis on the details of design elements identified in the scope and during our field reviews. One of the first things we will do is meet with our survey sub consultant and create a checklist of special areas where specific survey information is needed. All survey elements will be identified by this checklist prior to fieldwork commencing, and they will be used during the quality control process as well. The same process will be used as Inovia begins our work effort and again with other sub consultants.

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i n n o v a t i o n v i a d e s i g n

Section F - Approach to the Project

Inovia also uses standard, industry accepted methods when reviewing design documentation which includes checking, rechecking, and verification. When each design document is completed, the originator signs and marks the plans with Inovia's QC stamp. After a redline review, the reviewer returns the signed and dated redline plans to the originator for correction. The originator corrects the red-lined sheets, highlighting them in yellow as corrected. After correction, the reviewer verifies the corrections, highlighting in blue. The corrected plans are then given to a third party to verify that the QC process has been followed and completed correctly. Each time plans are originated, reviewed, or corrected the responsible party must sign and date the QC stamp. This process is repeated until the drawings are approved by all reviewers. The implementation of this Quality Control Process ensures that we deliver quality and successful projects.

Responsiveness

While we do not anticipate all of the assignments under this contract to be extremely time-critical, we understand that some assignments will be. Doing so requires being ready to mobilize at a moment's notice. At Inovia, we have become proficient at quickly mobilizing and responding to project issues and developing strategies for resolving project tasks in a timely manner. With this training in "fire-fighting", we are confident in our ability to effectively and efficiently respond to time critical tasks. As a small firm, we are flexible and adaptive and will be able to use this to the County's advantage on this contract.

In addition to our firm's "fire-fighting" capabilities, our Contract Manager takes great pride in being responsive. He understands that answering and returning phone calls and emails is critical to providing quality consulting services. Communication and coordination are critical in our pursuit of providing excellent consulting services.

Dedication

We believe the most vital component to providing excellent consulting service is to be dedicated and committed to serving the client. This dedication creates the drive to go the extra distance to ensure success for the client. Our commitment to the County on this contract is to provide the full resources of our team members to meet the needs of the County.

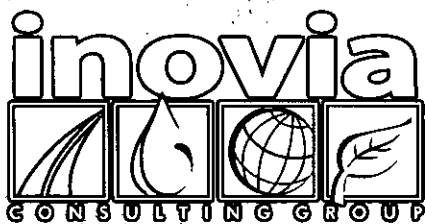
Request for Proposals

Leon County, Proposal Number BC-03-17-11-25

Civil Engineering Services, Continuing Supply

Work Category: Roadway Design

2:00 PM, March 17, 2011



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

- A - Contractor Information
- B - Executive Summary
- C - *Required Forms*

SECTION 2 - Specific Proposal Information for Each Work Category

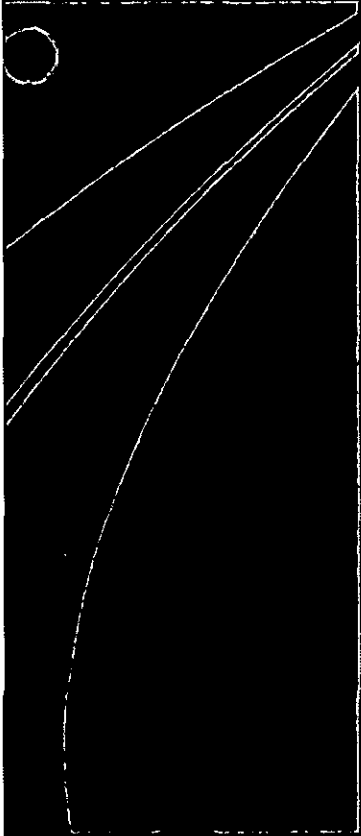
- A - Ability of Professional Personnel
- B - Experience With Projects of Similar Type and Size
- C - Willingness to Meet Schedule and Budget Requirements
- D - Effect of Firm's Recent, Current and Projected Workload
- E - Effect of Project Team Location
- F - Approach To The Project

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i n n o v a t i o n v i a d e s i g n

**Section 1 - General Information Applicable
To All Work Categories**



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CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

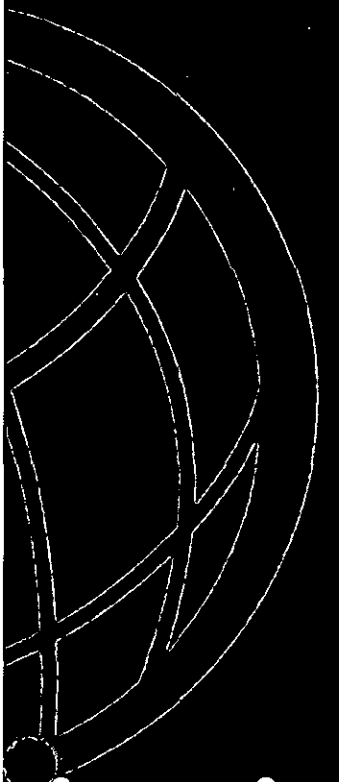
L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM



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i n n o v a t i o n v i a d e s i g n

**Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011**



**Purchasing Division
1800-3 Blair Stone Road
Tallahassee, FL 32308**

Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.
- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: EC-03-17-11-25

March 17, 2011

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's
	1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, all of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

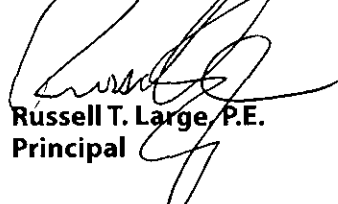
RESPONSIBLE OFFICE

The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
Inovia Consulting Group
930 Thomasville Road, Suite 200
Tallahassee, Florida 32303
Phone 850.298.4213
Fax 850.298.4498
RTL@INOVIAGROUP.COM

The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

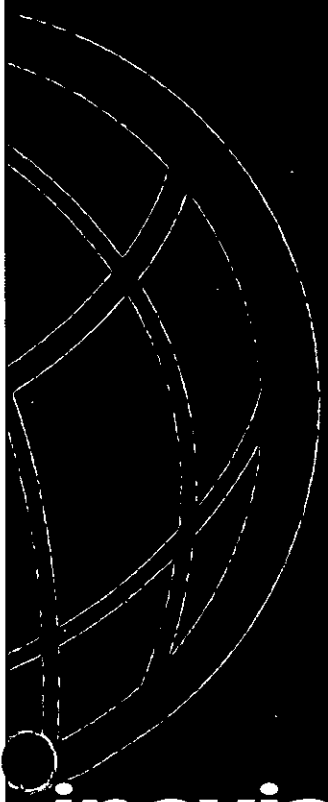
**Respectfully,
INOVIA CONSULTING GROUP**


Russell T. Large, P.E.
Principal

inovia



i n n o v a t i o n v i a d e s i g n



inovia



CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
 Proposal Number: BC-03-17-11-25
 Opening Date: Thursday, March 17, 2011 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET


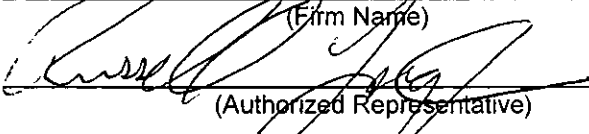
THIS PAGE IS TO BE COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing Director

John Dailey, Chairman
 Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

BY		<u>L&W Engineering, Inc. D/B/A Inovia Consulting Group</u> (Firm Name)  (Authorized Representative) <u>Russell T. Large, P.E.</u> (Printed or Typed Name)
ADDRESS		<u>930 Thomasville Road, Ste. 200</u>
CITY, STATE, ZIP		<u>Tallahassee, Florida 32303</u>
TELEPHONE		<u>850-298-4213</u>
FAX		<u>850-298-4498</u>

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated <u>3 Mar 11</u> Initials <u>RL</u>	Addendum #3 dated _____ Initials _____
Addendum #2 dated <u>8 Mar 11</u> Initials <u>RL</u>	Addendum #4 dated _____ Initials _____

PLEASE MARK WHICH CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:

- | | |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input checked="" type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input checked="" type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

March 8, 2011

BILL PROCTOR
District 1

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

JANE G. SAULS
District 2

ADDENDUM #2

JOHN DAILEY
District 3

Dear Vendor:

BRYAN DESLOGE
District 4

This letter serves as Addendum #2 for the above referenced project.

KRISTIN DOZIER
District 5

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

HERBERT W.A. THIELE
County Attorney

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
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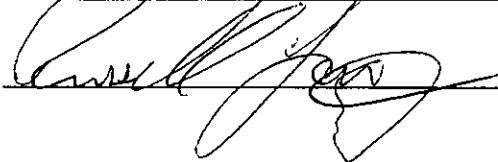
**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: L&W Engineering, Inc./D/B/A Inovia Consulting Group

Signature:  Title: GENERAL

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 17 day of MARCH, 2011.

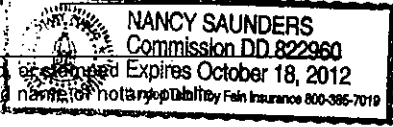
Personally known

Nancy Saunders
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires: _____

Printed, typed, or stamped name of notary public Expires October 18, 2012
commissioned notary public Florida Public Safety Fee Insurance 800-395-7019

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

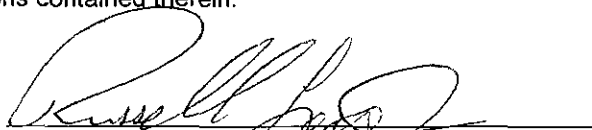
**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:



Title:




Firm:

L&W Engineering, Inc. D/B/A Inovia Consulting Group

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

PRINCIPAL

Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group
Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303
Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General
Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS Signature Nancy Saunders
Typed or Printed
Date 3-17-11 Title _____
Authority) (Company Risk Manager or Manager with Risk



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Messer Insurance Group, Inc. 1403 Maclay Commerce Drive Tallahassee, FL 32312 Will Messer		850-894-8222 850-894-8228	CONTACT NAME: Stacy Hale PHONE (A/C, No, Ext): 850-894-8222 FAX (A/C, No): 850-894-8228 E-MAIL ADDRESS: stacy@messer-insurance.com PRODUCER CUSTOMER ID #: INOVI-1														
INSURED Inovia Consulting Group Suite 200 930 Thomasville Road Tallahassee, FL 32303		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Maryland Casualty Company</td> <td>19356</td> </tr> <tr> <td>INSURER B : Zenith Insurance Company</td> <td>13269</td> </tr> <tr> <td>INSURER C : Mapfre Ins. Co. of Florida</td> <td>34932</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Maryland Casualty Company	19356	INSURER B : Zenith Insurance Company	13269	INSURER C : Mapfre Ins. Co. of Florida	34932	INSURER D :		INSURER E :		INSURER F :	
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INSURER D :																	
INSURER E :																	
INSURER F :																	

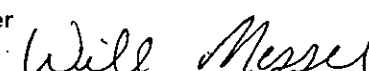
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
A	UMBRELLA LIAB			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB						AGGREGATE	\$ 1,000,000
	<input type="checkbox"/> DEDUCTIBLE							\$
	<input type="checkbox"/> RETENTION \$							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

LEON-21 Leon County Small Business Enterprise Office 3420 W. Tharpe Street Tallahassee, FL 32303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Will Messer 
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ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2010

PRODUCER
ISU Suncoast Insurance Assoc
 P.O. Box 22668
 Tampa, FL 33622-2668
 813-989-5200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Inovia Consulting Group,
L & W Engineering, Inc., dba
930 Thomasville Rd., Suite 200
Tallahassee, FL 32303

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: XL Specialty Insurance Company	37885
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


NSR ADD'L TR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OTHER Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER **CANCELLATION 10 Days for Non-Payment**

For Proposal Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE


IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303
Phone: 850-298-4213 Fax: 850-298-4498
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303
Phone: 850-298-4213 Fax: 850-298-4498

Signature of Authorized Representative (Handwritten signature)

Date: 16 Mar 11

STATE OF FL COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 20 11.

By RUSSELL LARGE of L & W ENGINEERING (Name of officer or agent, title of officer or agent)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me (State or place of incorporation)

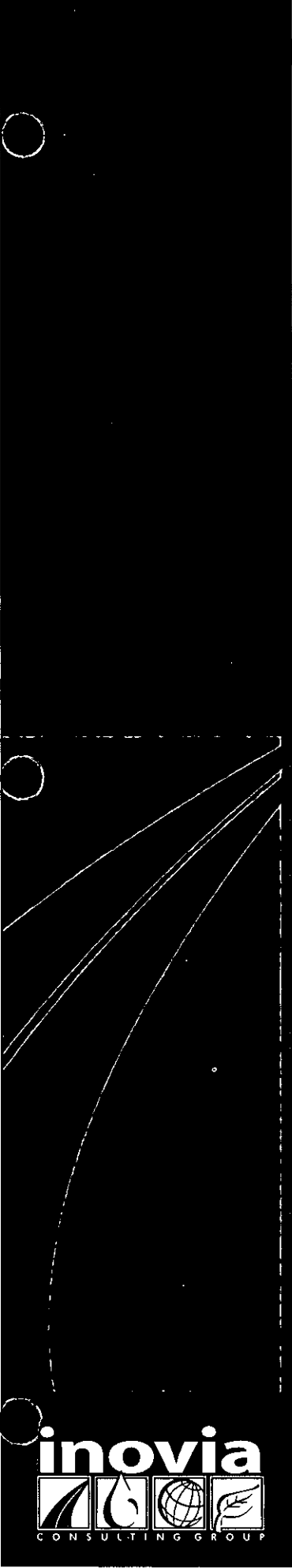
or has produced as identification. (type of identification) Signature of Notary: Nancy Saunders

Return Completed form with supporting documents to: Leon County Purchasing Division 1800-3 Blair Stone Road Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary: NANCY SAUNDERS Commission DD 822960 Expires October 18, 2012

Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**



i n n o v a t i o n v i a d e s i g n

Section A - Ability of Professional Personnel

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our staff brings experience to the firm in the production and management of engineering projects, ranging from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals: 2 Registered PE's
Project Managers: 2 Registered PE's, 1 Non-Registered
Project Engineers: 2 Registered EI's
Technical Support: 2 Non-Registered
Administrative: 1

Inovia Staff Which May Be Assigned Work

Staff Category	Staff Name	Years of Experience
Managing Principals	Russell T. Large, P.E.	17
	Jim Waddell, P.E.	23
Project Managers	Rick Jenkins, P.E.	9
	Wade Pitt	34
	Steve Nichols, P.E.	36
Project Engineers	Scott Lord, E.I.	10
	Molly Mitchel, E.I.	1
Technical Support	Andy Collins	19
	Paul Web	2

Inovia Sub Consultant Team

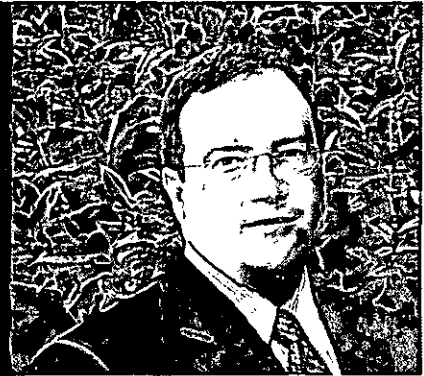
Firm	Role	Specialty
Pope Environmental, Inc. (W/MBE)	Sub Consultant	Environmental Services
EGS (W/MBE)	Sub Consultant	Geotechnical
HSA Consulting Group (W/MBE)	Sub Consultant	Survey

Resumes of Key Personnel

The following information includes resumes for the personnel listed above including personnel for our sub consultant team members.



Jim Waddell, P.E.
Principal



Professional Overview

Mr. Waddell has 20 years of experience in design and project management covering a vast array of project types. His experience has included roadway design, major utility rehabilitation and replacement projects, commercial site planning and land development projects, environmental studies, environmental permitting, and public administration assistance. Mr. Waddell is a founding principal of Inovia Consulting Group.

Relevant Experience

Metropolitan Corporate Center Planned Unit Development— Tallahassee, Florida

MIG, Ltd/Kids Ventures, Inc.

Principal author and project manager for land planning and rezoning for the southwest quadrant of the Interstate 10/Thomasville Road (US Hwy 319) to develop a 300,000 gsf premier professional office park. Services included preparation, submittal and approval of large scale comprehensive plan land use map amendment and PUD Rezoning application with supporting documentation, natural features inventory, environmental variance and mitigation for impacted regulated natural features, alignment alternatives analyses for the extension of Metropolitan Boulevard entrance to the development, Concurrency and neighborhood involvement, to include technical assistance in preparing a Neighborhood/City Developer Agreement.

Centerville Farms Planned Unit Development— Tallahassee, Florida

Conservation Community Group, LLC

Project manager responsible for technical assistance to the Client for preparation submittal and approval of a large scale comprehensive plan land use map amendment for a 1,000 acre residential development, regarded by some in local government as Leon County's model conservation subdivision, public involvement programs to include neighborhood informational meetings, Natural Features inventory, technical assistance in preparation of PUD Rezoning application.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 46019
GA No. PE031985
AL No. 28556-E
MS No. 18067

YEARS OF EXPERIENCE

23

AFFILIATIONS

Florida Engineering
Society
American Society of Civil
Engineers
National Society
of Professional Engineers

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Jim Waddell, P.E.
Principal

(continued)

Marion Street Transit Parkway— Tampa Central Business District

Hillsborough Regional Transit Authority

Design Engineer for a 9-block (approximately 1 mile) urban realignment project located in the Tampa Central Business District. The project involved realignment and construction of the corridor from a 4-lane, 1-way urban roadway to a 2-lane, 2-way urban bus and pedestrian mall.

Responsibilities included preparation of final design plans and specifications, utility coordination, coordination with FDOT District VII, construction contract administration and services during construction. Specific design element of the project with which Mr. Waddell was involved as design engineer included geometric design of the urban section roadway, drainage design involving an urban drainage conveyance system, maintenance of traffic plans for the high volume roadways including the intersecting roadway State Road 60, signing and pavement marking plans, and utility relocation plans and coordination with design team members responsible for landscape/hardscape elements.

City of Apalachicola Wastewater System Improvements—

Apalachicola, Florida

Planning, design and construction contract administration of major improvements to the City of Apalachicola wastewater facilities, including upgrade of the wastewater treatment plant to an advanced level of treatment (AWT), replacement of approximately 80% of the existing gravity collection system, expansion of central sewer to new areas of the City, environmental permitting and monitoring plan approval for an effluent discharge system to receiving wetlands. A consent order with the Florida Department of Environmental Protection necessitated these improvements. Funding for this project, totaling nearly \$8 million dollars, was secured through a combination of a legislative appropriation, FDEP State Revolving Fund Loan, and Community Development Block Grant.

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Jim Waddell, P.E.
Principal

City of Apalachicola Water System Improvements —

Apalachicola, Florida

Planning and design of major improvements to the City of Apalachicola water system, including development of a remote well field, treatment for hydrogen sulfide, finished water storage and high service pumps, rehabilitation of existing elevated tanks, and replacement of all aged metallic cast iron and galvanized water mains within the service area. Funding for this project, approaching \$5 million, was secured through the US Department of Agriculture Rural Development Administration

City of Carrabelle Town Engineer —

Carrabelle, Florida

Acting as the town engineer for the City of Carrabelle, the scope of services provided include; Design and Permitting of Water System Extensions, Consumptive Use Permitting of the City's Water Supply Wells, Design and Permitting of Sewer Collection System Extensions, Construction Administration, Modifying the City's Development Standards Document, Review of Land Development Projects, Program Management of projects receiving grant funding from various agencies. Attend all monthly Planning and Zoning Board and City Commission meetings giving updates and recommendations on projects and other administrative issues.

General Design Experience

Preparation of residential subdivisions, site plans and environmental permitting for a number of projects. Services included preparation of plats or site plan, concurrency review, and environmental permitting for dredge and fill activities, stormwater management facilities and utility extensions to serve both residential and commercial development.

Public Administration Assistance

Services in connection with funding acquisition and project implementation, including oral presentations to Legislative Delegations, Local Governing Boards, Metropolitan Planning Organizations and Executive Management; feasibility and user charge system studies; Legislative budget requests and preparation of funding applications, studies, and support documentation for grants and loans for local government capital improvement projects.

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Russell Large, P.E.
Principal



Professional Overview

Mr. Large is a Principal and co-founder of Inovia Consulting Group. His professional experience spans 16 years and includes a variety of project types such as numerous utility and subdivision infrastructure projects in Franklin County Carrabelle, and Apalachicola including subdivision platting, various land development projects in Tallahassee and Leon County, environmental permitting, stormwater and drainage improvement projects, and roadway design projects.

Relevant Experience

George L. Sands Memorial Park Stormwater Facility (Ball Fields Stormwater Facility)

Carrabelle, FL

Design and permitting of a stormwater facility to serve as both an amenity and means of stormwater treatment for the downtown area of the City of Carrabelle. The facility is located on the west side of town at the gateway to the City. A park is constructed adjacent to the pond which incorporates a walking path around the facility. The stormwater facility is a wet facility with aeration fountains.

Lanark Master Lift Station and WWTP Abandonment

Carrabelle, FL

The City of Carrabelle took over the water and sewer systems from the Lanark community and inherited the wastewater treatment plant which was in disrepair due to the lack of maintenance. Since the City of Carrabelle WWTP has ample capacity the Lanark WWTP was abandoned and demolished and a new master lift station constructed which pumps all of Lanark's effluent to the City of Carrabelle WWTP. Mr. Large is the engineer of record and designed and permitted the improvements. The lift station start up including start up of the emergency power generation systems is complete and the lift station site construction is being finalized.

EDUCATION

Bachelor of Science in
Civil Engineering
Auburn University

REGISTRATION

Professional Engineer,
FL No. 5933,
GA No. PE026434

YEARS OF EXPERIENCE

16

AFFILIATIONS

American Society of Civil
Engineers

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C O N S U L T I N G G R O U P

Russell Large, P.E.
Principal

(continued)

Windom Pond Restoration at Dixie Plantation

Dixie Plantation - Jefferson County, FL

Environmental permitting and drainage design for Windom Pond consisted of a new outfall structure, construction of a deep-water trough and the creation of islands with a mixture of upland and wetland plants. The islands were planted with trees and shrubs that are favored by a host of wading birds including many listed species such as little blue herons, woodstorks and snowy egrets. The end product is a deep-water marsh that provides enhanced wildlife value and restored the project to its historic wetland type.

Sweet Bay Hollow Apartments

Francis Meginniss Booth Trust - Tallahassee, FL

Development of 41 apartment units and associated parking, utilities, and stormwater management facilities.

Call Street and Cadiz Street Stormwater Improvements

City of Tallahassee Stormwater Division - Tallahassee, FL

Design for a flood relief stormwater facility and modification of existing urban drainage systems over a study area of over 200 acres.

US 98 / Thomas Drive Interchange

FDOT District Three - Panama City Beach, Florida

Lead roadway design engineer for the design of a three-level interchange connecting three arterials and a major bridge.

SR 79 US 98 to South of ICWW

FDOT District Three - Bay County, Florida

Mr. Large served as the lead roadway design engineer for this multi-laning project in Bay County. His responsibilities as lead roadway engineer for the design of a 4.5 mile road multi-laning project.

SR 61 (US 319) From SR 263 (Truck Route) to SR 363 (Adams Street)

FDOT District Three - Leon County, Florida

Lead engineer for widening and resurfacing of SR 61 from a 2-lane rural section to a 2-lane with center dual left turn lane rural section.

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Russell Large, P.E.
Principal

(continued)

Forest Village Shopping Center

Candler Development Company - Tallahassee, FL

Design for 7,000 sf of commercial space and associated parking, access, and utilities.

Summer Chase Condominiums

Goose Creek Developers, Inc. - Tallahassee, FL

Design and permitting for 204 condominium units and associated parking, utilities, including a sewer lift station, and stormwater management.

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Stephen Nichols, P.E.



Professional Overview

Mr. Nichols has over 36 years experience covering a broad range of infrastructure projects. Responsibilities include project management and technical oversight for roadway design, bridge design, PD&E studies, concept reports, bridge repair/maintenance, hazardous waste remediation, toll plazas, landscaping, and coastal marine projects. Program Management responsibilities were performed in various roles and to different degrees of complexity depending on the client's needs. Roadway design was a major portion of the projects Mr. Nichols managed.

Relevant Experience

SR 79 (from US 98 to SR 20) (FDOT)

Project Manager for roadway widening from two-lane rural to four-lane urban/rural roadway. Four bridge replacements, two signalized intersections, and future bridge alignment was included in the project.

SR 10/Thomas Drive Interchange (FDOT)

Project Manager for roadway design of multi-level interchange in an urban environment. Extensive MOT was necessary for facilitate construction during peak tourist traffic season. Interchange included 3 levels with staged construction.

Buck Lake Road from US 90 to Pedrick Road (Leon County)

Project Manager for roadway design of reconstruction from two-lane rural road to three-lane urban roadway with bike lanes and sidewalks. Bifurcated roadway way

Appleyard Drive from SR 366 (Pensacola St.) to US 90 (Tennessee St.) (City of Tallahassee)

Project Manager for widening of two-lane rural road to five-lane urban roadway including signalization, lighting, and landscaping.

HEFT Widening from SW 184 Avenue to SR 874 (Don Shula Expy.) (FDOT)

Project Manager for widening of four-lane limited access expressway to six lanes plus auxiliary lanes. Project included 3 interchanges and 2 ramp toll plazas.

EDUCATION

Bachelor of Science in
Civil Engineering
Tennessee Technological
University

REGISTRATION

Professional Engineer,
FL No. 27463

YEARS OF EXPERIENCE

36

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Rick Jenkins, P.E.
Project Manager/Engineer



Professional Overview

Mr. Jenkins' duties include the management, design, production and permitting of a well-rounded variety of civil engineering projects. Mr. Jenkins has applied his technical knowledge and project management skills in the successful completion of various projects for public agencies such as Leon County Public Works, City of Tallahassee Stormwater Division, City of Carrabelle, FDOT, and the Suwannee River Water Management District. His experience includes stormwater management design, environmental permitting, roadway design, and utility design and coordination. Prior to joining Inovia Consulting Group, Mr. Jenkins worked for FDOT in the Midway Maintenance Office as a Permits Technician. Projects representative of Mr. Jenkins abilities are discussed below:

Relevant Experience

Metropolitan Boulevard Roadway Extention, Tallahassee, FL

Middlebrook Investment Group and Kid Ventures Inc.

The project consisted of the Metropolitan Boulevard roadway extension into the Metropolitan Subdivision consisting of 6 estate residential lots and 7 commercial lots located at the I10/US 319 gateway to Tallahassee. The roadway extension required permitting and coordination with FDOT, FHWA, and Leon County as well as presented design challenges due to the skewed entrance intersection. Mr. Jenkins was the lead designer for the roadway including the design of two round-a-bouts. Mr. Jenkins was also involved in the plans production for the roadway project.

RO Ranch Equestrian Park, Lafayette County, FL

Suwannee River Water Management District

This project consisted of the design and permitting for an equestrian park, including roadway design, parking layout, campsite and trail design, utility routing and coordination, and permitting with FDEP and FDOT. Duties included roadway and parking design, utility routing, campsite and cottage layouts, and stormwater management facility design. Mr. Jenkins was also involved in the elevated water towers, pump systems, and onsite sewage treatment and disposal system (OSTDS) design.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 68365

YEARS OF EXPERIENCE

9+

AFFILIATIONS

Florida Engineering Society

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Rick Jenkins, P.E.
Project Manager/Engineer

(continued)

State Road 83, DeFuniak Springs, FL

Florida Department of Transportation

For this project, Inovia was responsible for the design plans for milling and resurfacing SR 83 (US 331) in DeFuniak Springs, Florida. This segment of SR 83 began south of the I-10 overpass as a rural section, transitioned to an urban section through town and ended at the US 90 intersection. In addition to the resurfacing, the left turn lane at Bruce Avenue was extended to accommodate school bus traffic, which required a median closure at Park Avenue. Other improvements incorporated in the design were sidewalk and curb ramp repairs to meet current Americans with Disabilities Act (ADA) standards. Mr. Jenkins was a valued project team member that aided in field reviews, quantity calculation, and plan review. Mr. Jenkins was also involved with facilitating utility coordination, permitting and public involvement for the Florida Department of Transportation on this project.

Centerville Conservation Community, Tallahassee, FL

Conservation Community Group, LLC

Mr. Jenkins played a vital role in the development and design of the Centerville Conservation Center. The historical Centerville Plantation was a 1,000 acre working plantation and to retain the rural plantation character of the subdivision, a conservation community was proposed. The project consists of 200 residential lots, 7 miles of rural roadway and recreational amenities including trails, wildlife observation, and freshwater activities. This project has been regarded by the local regulatory community as the model conservation subdivision. Mr. Jenkins was involved in the roadway design of the project as well as permitting and utility coordination.

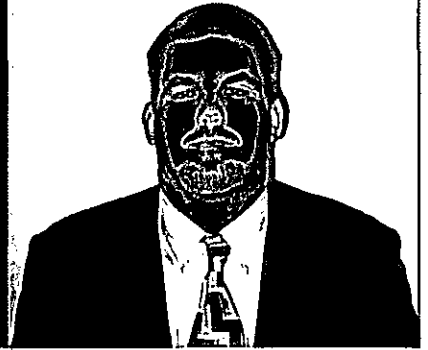
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Scott Lord, E.I.



Professional Overview

Mr. Lord is responsible for the design, production and permitting of a diverse selection of civil engineering projects. Mr. Lord has succeeded in completing a variety of projects in all aspects of civil design with the application of his technical knowledge. His experience includes stormwater management design, environmental permitting, roadway design, GIS mapping, surveying, and utility design. Previous to joining Inovia Consulting Group, Mr. Lord worked on various projects throughout Georgia, North and South Carolina, and North Florida. Projects representative of Mr. Lord's abilities are discussed below:

Relevant Experience

RO Ranch Equestrian Park

Lafayette County, Florida

This project consisted of the design and permitting for an equestrian park, including roadway design, parking layout, campsite design, utility routing and coordination, and permitting through FDEP and FDOT. Mr. Lord was responsible for the majority of the roadway design, parking design, utility routing, and campsite and cottage layouts, as well as contributed to the stormwater management facility design by performing necessary design calculations. Mr. Lord was also primarily responsible for the production of construction plans.

Gum Swamp Road

Aiken County Public Works, South Carolina

This project consisted of the paving of approximately three miles of an un-paved, county maintained dirt roadway that stretches through multiple wetland areas. Mr. Lord was responsible for property research, easement acquisition, and served as a point of contact for citizens prior to and during construction of the project. He was also responsible for all aspects of the design process, including data collection, design, plan production, procurement, and construction management. Mr. Lord was also responsible for obtaining the required wetland permits from the U.S. Army Corps of Engineers as well as driveway connection permits from the South Carolina DOT.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

10

AFFILIATIONS

Florida Engineering Society
American Society of Civil Engineers

inovia

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930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498



Scott Lord, E.I.

(continued)

Salt Road

Jefferson County, Florida

Mr. Lord served as designer for the resurfacing of Salt Road. The Salt Road Resurfacing project was completed by Inovia Consulting Group in collaboration with Peavy & Sons Construction. This design-build project, sponsored by FDOT, consisted of the rehabilitation and resurfacing of County Road 257. The project was funded by the American Recovery and Reinvestment Act and drastically improved roadway conditions for those traveling along CR 257.

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Molly Mitchell, E.I.



Professional Overview

Ms. Mitchell is a recent graduate of the FAMU/FSU College of Engineering. Beginning as an intern in her senior year, Ms. Mitchell has been involved in a vast array of civil engineering projects with Inovia Consulting Group. Projects in which she has been a part of involve stormwater management, site development, utility design, and infrastructure improvements. Ms. Mitchell's duties include data collection, production activities, drafting, environmental permitting, and design.

Relevant Experience

Immigration, Customs, and Enforcement Facility, Tallahassee, FL

This project was for the site development of the Immigration, Customs, and Enforcement Facility located in Tallahassee, FL. In addition to standard site development standards, Inovia employed green building techniques such as xeriscape in the design. Ms. Mitchell's duties included production activities, environmental permitting, drafting, and landscape design. She was also instrumental in overseeing the LEED aspect of the design.

Carroll & Company Floodwall, Tallahassee, FL

The goal of this project is the construction of a floodwall to prevent the Carroll and Company office building, located within the floodplain, from flooding and building damages. Ms. Mitchell is involved with wall layout design, environmental permitting, site grading, and production of construction documents.

Apalachicola Fire Hydrant Testing, Apalachicola, FL

Inovia was responsible for the testing and analysis of fire hydrants in Apalachicola. Ms. Mitchell was involved in the analysis of test data as well as production of the final report and recommendations to the City.

Engineering Services for the City of Carrabelle, Carrabelle, FL

Permitting with FDEP and the Northwest Florida Water Management district, preparation of grant documents, utility coordination and documentation, and other various infrastructure designs for the City of Carrabelle are tasks in which Ms. Mitchell has been involved with for Inovia's continuing services contract with the City.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

1

AFFILIATIONS

American Society of Civil Engineers

inovia

innovation via design

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fax 850.298.4498

Andrew Collins



Professional Overview

Mr. Collins has nearly 20 years experience in the field of computer aided engineering and design, utilizing multiple platforms for plans production. Currently, Andy supervises Inovia's CAD Department, which utilizes AutoCad Civil 3D 2011 for private and municipal work, along with Microstation Version 8 for FDOT Projects. He has extensive experience in survey data collection, use of satellite imagery, DOQQ aerial photography and digital photography for creating project graphics and itegration of these media into intelligent production drawings.

Relevant Experience

Construction Plans and Presentation Graphics for multiple projects through Leon County Public Works, including Ben Blvd., Lawndale, Edinburgh Estates, Autumn Woods and Linene Woods 2/3 Project.

Immigration, Customs, and Enforcement Facility Site Plan, Tallahassee, FL

Metropolitan Corporate Center, Multiple Site Plans and Environmental Permit Documents, Tallahassee, FL

Kingsmill Subdivision Plat and Environmental Permit Documents, Tallahassee, FL

Village at Almand Creek Multifamily Apartment Complex Site Plan, Conyers, GA

City of Carrabelle Downtown Streetscape Improvement Project, Carrabelle, FL

City of Carrabelle General Engineering Consultant, various projects, Carabelle, FL

Scipio Creek Boat Basin Improvements, Site Plan and Marina Construction Plans, Apalachicola, Florida

Multiple Sidewalk Improvement Project Construction Plans thru FDOT Design/Build and County LAP Agreement Contracts

Multiple Subdivisoin Plats for recording purposes and Civil project drawings throughout Leon and surrounding Counties

EDUCATION

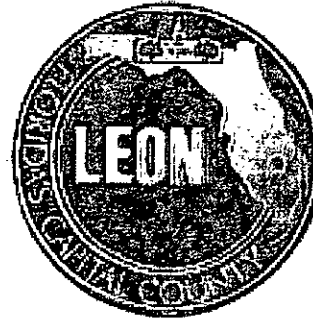
Certified Drafting
Pre-Engineering
Bainbridge College

YEARS OF EXPERIENCE

19

innovation via design

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Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498



This certifies that
**ENVIRONMENTAL AND GEOTECHNICAL
SPECIALTIES, INCORPORATED**
is recognized as a
Minority/Women-Owned Business Enterprise
under the
**City of Tallahassee and Leon County
Consortium Interlocal Agreement**

For a period of one (1) year beginning:
May 18, 2010 to May 31, 2011



MBE Administrator



Certification Specialist

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Myron L. Hayden, Ph.D., P.E.
Senior Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Tri-State University, 1974
Master of Science, Civil Engineering, Oklahoma State University, 1975
Doctor of Philosophy, Civil Engineering, Oklahoma State University, 1978
Professional Engineer in Florida
General Contractor in Florida

Special Qualifications

- Over 30 years of Geotechnical design and investigation experience, including roadway studies, bridge designs and groundwater control
- Highly-skilled consensus builder on controversial projects
- Familiarity of FDOT Geotechnical Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 19

Years Experience with Other Firms: 16

Relevant Experience

Leon County, Department of Public Works, General Service Contract, Leon County, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features

Capital Cascade Sinkhole, BluePrint 2000 and Beyond – Conducted an emergency geotechnical investigation and design for a sinkhole which formed during construction of a stormwater management facility. The site was a listed EPA Superfund location because of known buried coal tars; therefore, the sinkhole posed both an environmental and constructability problem. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions to verify the "throat" of the sinkhole. A remedial solution was then design and approved by EPA. This project has been awarded the local APWA Emergency Project of the Year and has been nominated for the State Award for 2011.

Lake Munson Sediment Evaluation, Leon County, Department of Public Works - Conducted the geotechnical investigation to evaluate the depth of sediment within Lake Munson as part of a Munson Slough Drainage Improvements Project. The investigation was conducted to map the natural lake bottom, and to determine the type of soils to be dredged and disposed of. In addition, the constituents within the sediments were analyzed to determine if they could be disposed of in a permitted Construction and Debris Landfill, or if they would require special handling due to contamination.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Thomas H. Hayden, P.E.
Project Geotechnical Engineer

Professional Credentials:

Bachelor of Science, Civil Engineering, University of South Florida, 2003
Professional Engineer in Florida

Professional Organizations:

- American Society of Civil Engineers – 2008 President Tallahassee Chapter –2009 Tallahassee Branch Young Engineer of the Year – 2010 Eastern Regional Young Engineer of the Year – 2011 Florida Section District IV Vice President
- Florida Engineering Society – 2008-2009 K-12 Education Committee - 2006-2008 Math Counts Committee – 2009 Florida Engineering Leadership Institute Graduate
- Geotechnical Materials Engineers Council

Special Qualifications:

- Over 10 years of Geotechnical design and investigation experience, including roadway studies, stormwater design, pavement design, and materials engineering
- Familiarity of Leon County Design Standards
- CTQPI/ACI Certifications: *Aggregate Field and Laboratory Testing Technician, LBR Technician, Concrete Field Technician – Levels I and II, Concrete Laboratory Technician – Level 1, Quality Control Manager, Concrete Transportation Construction Inspection, Advanced Maintenance of Traffic Inspector – Earthworks Level 1 and Level 2*

Years Experience with EGS: 8

Years Experience with Other Firms: 3

Relevant Experience:

Tekesta Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design to remediate the pavement distress observed at the intersection of Bannerman Road and Tekesta Drive. The design included phased construction by the County crews, occurring over a low traffic period, because of the high volume of traffic at the intersection. The project was completed within the planned timeframe and traffic was maintained with only minor inconvenience to the public. The project was selected as an APWA Project of the Year by the local Big Bend Chapter.

Lauder Stormwater Pond Slope Failure and Remediation, Leon County, Department of Public Works, Tallahassee, FL – Developed and performed a subsurface investigation to determine the cause of the slope failure and develop an appropriate and cost-effective remediation plan. In addition, recommendations were provided to modify the existing slope and surrounding conditions to reduce its potential for reoccurrence.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Derwood Sheppard, P.E.
Project Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Florida State University, 2004
Professional Engineer - Florida

Special Qualifications

- Geotechnical design and investigation experience, including roadway studies, bridge designs and stormwater management
- Familiarity of Leon County Design Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 8

Relevant Experience

Districtwide Miscellaneous Geotechnical Consultant to the Florida Department of Transportation, District 3 , Chipley, FL – Assisted with the design of various transportation related projects for the Florida Department of Transportation under a General Service Contract. The tasks have included the Geotechnical analysis for roadway design, culvert extensions, bridge foundations, bridge repair, mast arm installation, slope evaluations, base failures, lane additions and stormwater pond designs.

Leon County, Department of Public Works, General Service Contract, Tallahassee, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design of culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations, stormwater ponds and sinkhole repairs.

Cloudland Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design for a slope failure located within a residential parcel which occurred during a 7-inch rain event. While the "standard solution" would have been the design of a retaining wall, a non-conventional remediation was recommended to prevent the potential "fall" hazard to the occupants of the property. The design included the installation of a system of underdrains within the slope to relieve the hydrostatic pressures, then backfilled. A geotextile fabric was "nailed" to the face of the slope using stainless steel nails averaging 6-feet in length. Topsoil was then placed over the slope, covered with an erosion mat, then sodded. The project was awarded the APWA Emergency Project of the Year at the State Conference in 2010.

Lauder Stormwater Pond, Leon County, Department of Public Works – Assisted with the geotechnical investigation to evaluate the potential of a sinkhole formation as well as to provide a remedial slope design. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions at the location of a formed depression.



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under the
City of Tallahassee and Leon County
Consortium Interlocal Agreement

For a period of one (1) year beginning:
JULY 13, 2010 TO JULY 31, 2011



MBE ADMINISTRATOR



CERTIFICATION SPECIALIST



HSA Consulting Group

JOHN E. MATTHEWS, PLS, PSM
PROFESSIONAL SURVEYOR AND MAPPER

Summary of Qualifications

Mr. Matthews has over thirty years experience as a supervisor in surveying and data collection of all types of planimetric and topographic data using both conventional and photogrammetric methods, Bathymetric surveys and contour maps relating to drainage and stormwater structures. He has over 15 years experience in the fields of CADD, GIS, and GPS. He has an extensive background in researching and analyzing available data in the transportation planning, surveying, civil engineering and other associated disciplines in both the public and private sectors. Mr. Matthews has done work in most of the 67 Florida counties. His experience includes working as a contract/project manager for the Department of Environmental Protection (DEP). Mr. Matthews also has extensive experience as a Professional Land Surveyor with the Florida Department of Transportation (FDOT)'s Central Office working with surveying, GPS, GIS, & CADD. In the recent past, Mr. Matthews served as a consultant to the FDOT Office of Information Systems working on the Enterprise Wide Electronic Data Management System and GIS Information Portal applications. Mr. Matthews produced the 1999 Traffic Count Sites color and black and white maps in ArcView for FDOT District 7. After joining HSA Consulting Group in early 2001, Mr. Matthews has been extensively involved in utilizing GIS for GPS Ground Control, Surveying, Photogrammetric Mapping, inventory of aerial topographic surveys, and RCI data on over 2000 linear miles. Prior experience with state agencies is summarized below:

FDOT Central Surveying & Mapping Office

- Developed and delivered GIS presentations to FDOT Central Office and District personnel on using GIS in various applications and disciplines throughout the transportation profession
- Produced FM GIS application of Lafayette Building showing all physical property and linked computer databases for hardware, software and maintenance schedule in ArcView
- Member of the GIS Cartographic Standards Technical Working Group

Central Office of Information Systems – Consultant to GIS/EDMS Coordinator

Duties included but were not limited to:

- Trained District personnel in use of Electronic Document Management System application
- Prepared GIS front end view for Intranet "Enterprise Information Portal"
- Researched and advised on conversion of CADD files and historic documents

As Vice President of Surveying and Mapping for HSA, he has served as Surveyor in Charge on the following:

Aerial Topographic Surveys for 3R Design Projects throughout Northwest Florida

Mr. Matthews served as Surveyor and Mapper in Charge of several photogrammetric mapping projects for collecting 2D and 3d topographic survey data including SR12 in Leon and Gadsden Counties, SR61, SR 285, SR85, and so on. The data was used to produce survey layers required for final design of roadway resurfacing/rehabilitation projects. The ground control survey data was developed by establishing GPS control for ground targets. The projects were flown at 1800 feet AGL, using a Zeiss/Intergraph Digital Mapping Camera. HSA developed a customized desktop software application, SurveyCreator, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats.

Statewide General Highway Geo-Spatial Mapping Project

Mr. Matthews recently completed serving as Project Manager for the FDOT Surveying and Mapping Office on a three-year contract to reformat 26 of the General Highway Maps of Florida's 67 counties to conform to Florida's new CADD/GIS standards for published maps. Working directly with the FDOT Surveying and Mapping Office Geographic Mapping Section, HSA transitioned from MicroStation J to MicroStation V8 and helped develop a working template to speed up the production of the reformatting process.

JOHN E. MATTHEWS, PLS, PSM

Aerial Topographic Survey for SR 817 in FDOT District 4 - Ft Lauderdale, FL

Mr. Matthews served as project surveyor for the aerial topographic survey of SR 817/University Drive from C-13 Canal S. of Oakland Park Blvd. (MP 13.408) to C-14 Canal N. of Southgate Blvd. (MP 18.006) in Broward County. The project is a major urban arterial with an overall length of 4.6 miles, and traverses within the cities of Lauderhill, Sunrise and Tamarac. The limits of this project are from C-13 Canal S. of Oakland Park Boulevard (MP 13.408) to C-14 Canal North of Southgate Boulevard (MP 18.006).

County Boundary Crossing Surveys

Mr. Matthews served as Project Manager and Surveyor in Charge of GPS and conventional surveying and research for specific purpose surveys to identify County Line crossing points along all 2400 miles of state roadway network throughout the 16-County area of FDOT District Three. Photo-identifiable targets were placed at each location point to establish section begin points within aerial photography for a three-dimensional mapping product.

Tampa, Florida Airport Photogrammetric Project

Mr. Matthews was the Surveyor in Charge of the pilot effort that is the subject of a sole source contract and is being considered by the FAA for establishment as the technical standard for airport obstruction clearance analysis. Mr. Matthews collected ground control survey data on airport property to generate highly accurate stereo pairs (R3D data), and a block-adjusted aero-triangulation solution for use by the prime consultant in generating 3D planimetrics for airport obstruction clearance analysis.

Multiple Digital Photogrammetric Mapping Contracts – 2000 - 2007

- Since early 2001, Mr. Matthews has provided oversight of the GIS/photogrammetric mapping efforts of HSA staff on over 2200 miles of state roadways in FDOT District Three, including US98, I-10, SR79, SR81, SR83, SR85, SR87, US231, US331, and so on. He was responsible for setting ground control by establishing GPS coordinates on photo-identifiable targets placed along the corridors for all roadways. He was responsible for overseeing and coordination of the aerial surveys and digital softcopy techniques that were employed in these efforts, along with controlling the imagery using aerotriangulation. Surveying and mapping scope requirements for these aerial mapping projects were established in conjunction with and coordinated with the District Three Surveying and Mapping office.

Pilot Study - Aerial Survey for 3R Design Projects on SR85 and SR393

Mr. Matthews served as Project Manager on a pilot photogrammetric mapping project on SR 85 and SR393 in Okaloosa County, FL (14.91 & 2.81 mile projects) under the direction of FDOT District Three Surveying to produce survey data required for final design of two resurfacing/rehabilitation projects in Okaloosa County. The ground control survey data was developed by establishing GPS control for ground targets. Digital softcopy technology was used including development of digital terrain models for portions of the project area for the 1200- foot AGL flights, scanned at 14 microns. HSA developed a customized desktop software application, SurveyAssist, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats. Accuracies of 1/10 of a foot were independently verified.

Recent relative project experience - 3R Design Project on SR95/US29 in Escambia County

Mr. Matthews served as Project Manager on a 1 mile urban portion of SR 95/US29 in Escambia County, FL under the direction of FDOT District Three Surveying to produce survey data required for final design of a resurfacing/rehabilitation projects in Okaloosa County. Stereo Imagery data extraction was utilized for planimetric data and conventional surveying techniques were used for DTM's, Drainage, Alignment and Referencing for the project limits.

Professional Credentials

Licensed as a Professional Land Surveyor since 1988

Member of the Florida Society of Professional Surveyors and Mappers

Qualified Instructor for the Florida Surveying and Mapping Society



HSA Consulting Group

Gary W. Freeman, PSM Survey Manager

Professional Profile

Professional Registration:

Professional Surveyor and Mapper
Florida Registration No. 5972, 1999

Professional Affiliations:

Florida Surveying and Mapping Society
Florida GPS Users Group
Bay County Association of Realtors
Holmes County Association of Realtors

Experience

Gary W Freeman, P.S.M. has 30 years of surveying and mapping experience. He has been involved in a wide range of surveying projects for the private and public sectors that have helped him develop an outstanding foundation in the surveying and mapping profession. Mr. Freeman grew up surveying in Central Florida and later moved to the NW Panhandle of Florida where he resides now.

Mr. Freeman's experience recently has been with FDOT District 3 when he worked for DRMP, Inc. and in the private sector when working for Culby Group Surveying. Mr. Freeman has performed FDOT Design and Right of Way Surveying projects along with Aerial Control, Alignments, S.U.E. and Maintenance Map surveys.

Mr. Freeman has also worked in Districts 1, 2, 5, 7, and 8 in the past.

Education

Florida Minimum Technical Standards
Florida Laws
Data Collectors
AutoCAD
Survey Business Management
Positional Tolerance and Least Squares Adjustments
GPS Training with Topcon
Mean High Water
FEMA Elevation Certificate
Caice Processing and Software use
Jurisdictional Surveys
GPS Control Surveys

Sample Project Experience:

- Design Survey, 3R Survey and Maintenance Map FDOT
- SR10, Leon County
- SR10, Escambia County
- SR79 from SR10 (US 90) to Alabama State Line, Holmes Co.
SR79 from Town of Ebro to Holmes County Line, Washington County.
- SR 291, Escambia County
- SR390, Bay County
- I10-I110, Escambia County
- SR8 I-10 Projects, Multiple Counties
- US29, Escambia County
- Boundary and Topographic Surveying
- Boundary and Topographic Survey of the Boardwalk on Panama City Beach for Royal American
- Topographic Survey at Panama City Airport for Avcon.
- 1400 Acre Boundary, Topographic and Wetland Survey for St Joe Company on Back Beach Road, SR30A .
- Boundary and Topographic Survey for Trammell Crow on Back Beach Road.

Sample Department of Defense Project Experience

- Tyndall Air Force Base, Military Base Family Housing Privatization Surveys, Bay County.
- Eglin Air Force Base, Military Base Family Housing Privatization Surveys, Okaloosa County.

Sample FDEP Project Experience

- Florida Greenways and Trails Development and Improvement Projects

Specialized Training

- CAiCE Training
- GPS Training
- MOT Certified
- AutoCAD
- Fema Elevation Certificates

Kevin Pope

Director of Scientific Services/Project Manager

Kevin Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. Mr. Pope has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation and to guide private sector clients toward smooth and efficient interactions with government agencies on all levels.

Mr. Pope highly respected in both government and private sectors for his comprehensive knowledge of environmental issues and ability to provide environmental services in a timely and efficient manner. He and his Pope Environmental staff conducted National Pollutant Discharge Elimination System (NPDES) inspections for the Florida Department of Environmental Protection and assisted the Department with providing guidance to local communities regarding water quality protection planning. They also assisted the Suwannee River Water Management District (SRWMD) and Northwest Florida Water Management District (NFWMD) with Environmental Resource Permit (ERP) review and site inspections. Pope Environmental is the only environmental firm chosen to support Leon County, Florida's \$800 million infrastructure and environmental resource improvement project, Blueprint 2000 and Beyond.

Kevin Pope personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education, permitting and conservation services for private, corporate and government clients.

Education

Master of Science, University of Florida, Environmental Engineering Sciences, with a special emphasis on Systems Ecology.

Bachelor of Science, University of South Carolina, Double Majors in Biology and Marine Sciences.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Principal - Pope Environmental, Inc - Directs technical and scientific services for an environmental consulting firm based in Tallahassee, Florida. Services include environmental resource identification, delineation, assessment, monitoring and mapping, regulatory agency assistance, environmental permitting, planning, and project design, mitigation assessment, planning, permitting, and monitoring, public and targeted audience education, and conservation easement support and development.

Conservation Coordinator-The Red Hills Conservation Program of Tall Timbers Research Station - Coordinated land conservation efforts of the most active 501(c)(3) qualified conservation land trust in the Southeast. Performed and supervised baseline documentation surveys for over 20,000 acres of working forest landscape, in support of land owners' donation of conservation easements. The surveys included delineation and quality assessment of wetlands, wildlife habitat, rare and endangered species, commercial and natural forests, agricultural operations, as well as cultural, historical, and archeological resources. Documented features using photography and state-of-the-art

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

GPS/GIS mapping. Negotiated conservation easement provisions with land owners. Organized and presented public education workshops on conservation easements and land stewardship, including obtaining grant funding for the events.

Water Resources Manager - Berryman and Henigar, Inc - Supervised Water Resources Division in Tallahassee office of a national environmental and engineering consulting firm. Services included technical support to local and state government on National Pollutant Discharge Elimination System (NPDES) and Total Maximum Daily Load (TMDL) programs, Lake Okeechobee Watershed Assessment Project, and technical oversight of Lake Okeechobee Phosphorus Reduction Grant Program for South Florida Water Management District.

Environmental Director - Leon County, Florida - Directed the Environmental Division of the rapidly growing capitol county of the nation's fourth largest state. With 25+ employees and an annual budget over \$1 million, the department reviewed and approved all development and public works projects, performed compliance inspections, and took enforcement action against unpermitted and non-compliant activities. Other actions in this position included:

-Acquired and administered \$600,000 in USEPA grants for watershed pollution reduction studies in the Lake Lafayette and Woodville Recharge basins.

-Administered the \$250,000 Bradfordville Storm Water Study, which developed the county's first science-based, site-specific storm water control regulations.

-Initiated and conducted extensive interstate negotiations between Florida and Georgia regarding Ochlochonee River water quality.

-Developed and administered the county's first ambient water quality monitoring program.

-Assisted with the development of FDEP's Sediment and Erosion Control Inspector training curriculum.

-Provided technical and scientific advice to the Board of County Commissioners on a wide range of environmental topics.

-Conducted extensive interagency coordination and interaction with media and elected officials.

-Conducted extensive public outreach on water quality protection and other environmental issues.

Environmental Supervisor - Florida Department of Environmental Protection – Directly conducted comprehensive reviews of Wetland Resource Permit (WRP) and Environmental Resource Permit (ERP) applications in North Florida, including completeness review, soliciting comments from other state and federal agencies, performing site inspections, assessing impacts and mitigation proposals, preparing recommendations for redesign of projects to minimize or avoid impacts, drafting permits and permit conditions, drafting permit denials, supporting permit issuance or denial in administrative hearings. Supervised 3 to 6 Environmental Specialists performing similar reviews throughout all of Florida. Supervised liaison with Florida Department of Transportation for highway projects. Provided expert testimony on wetlands and water quality. Drafted ERP processing policies and procedures as a part of initial ERP implementation.

Pope Environmental, Inc

Recent Projects

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, review of environmental permit applications prior to submittal, coordination with FDEP, NFWMD, and USACE regulatory staff to assure compliance with all applicable environmental regulations, public education, and other environmental technical support.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Wastewater Disposal Expert Testimony - Hillsborough County - Provided expert testimony before the Hillsborough County BOCC regarding wastewater disposal options in a karst region with existing groundwater contamination. A 6-1 vote in favor of the recommended option was secured.

ERP Processing Assistance – Suwannee River Water Management District – Open contract to provide comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Assisted in review of Magnolia Bay marina proposal with procedural recommendations and wetland delineation review.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Provided annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

Aucilla Land and Timber – Rocky Creek – Madison County, Florida – Provided comprehensive environmental services for the 2,800 acre phased residential community development near the Aucilla River, including all natural features identification, assessment and mapping, extensive design recommendations for impact reduction, environmental permitting with the SRWMD, and mitigation plan development and implementation.

Trudie Bell

Senior Scientist/Project Manager

Trudie Bell is a highly experienced scientist with over of 25 years as a technical professional in the environmental resource protection field. Her expertise includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. She has worked on regulatory issues from all perspectives, as a long-time regulator with Florida's Department of Environmental Protection and for the past decade as a consultant to industry, government, and private land owners. She has been involved in the design of a variety of mitigation projects including wetland restoration through vegetation alteration and hydrologic enhancement, wetland creation and land preservation. She has conducted wetland reclamation and mitigation monitoring, trend analysis, and success determination of both hydrologic and vegetation components.

Ms. Bell applies her vast land use and regulatory experience to bring her clients, in both the private and public sectors, a comprehensive knowledge of the environmental regulatory process and keen insights to navigating that process in an efficient and effective manner. Her excellent communication and coordination skills allow her to assist public agencies with their most sensitive and complex programs, including establishing new environmental regulatory or educational programs and refining existing processes to improve public service and conservation effectiveness.

Education

Bachelor of Science, Montana State University, Zoology. Received a Montana University System Honor Scholarship and a Montana State University Scholarship.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Environmental Consultant - Provides a wide variety of environmental consulting services throughout Florida and the Gulf Coast region. Services include performing NPDES stormwater inspections for construction and industrial projects; setting Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) wetland jurisdictional lines, conducting mitigation site assessments with WRAP and UMAM methodologies, preparing mitigation plans, conducting mitigation site monitoring, performing Phase I Environmental Site Assessments, assessing and identifying natural habitat and preparing natural feature inventories and maps for private clients and state agencies, preparing Joint Wetland Resource Permitting and Environmental Resource Permitting applications, interfacing with regulatory agencies regarding permitting applications, advising clients regarding potential uses of land parcels, and applying for various DEP State Lands instruments, including disclaimers, use agreements, easements and consents of use. Additional responsibilities include plant identification, production of plant and animal species lists, Threatened and Endangered Species surveys, data entry and manipulation, report preparation, photography, land use area mapping, and water quality sampling.

Environmental Specialist - Florida Department of Environmental Protection - Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and

Pope Environmental, Inc

Trudie Bell
Senior Scientist/Project Manager

local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Supervisor - Florida Department of Environmental Regulation - Supervised an environmental review section responsible for reviewing and approving Wetland Resource Permit applications throughout the state. Additional responsibilities included training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, Federal agencies, and other divisions of the Department of Environmental Regulation. Received a Team Performance Award for outstanding work as a supervisor.

Environmental Specialist - Florida Department of Environmental Regulation - Reviewed Wetland Resource Permit applications and made technical recommendations for issuance or denial to Department Secretary. Assisted applicants with project modifications to achieve compliance with applicable regulations. Coordinated with local, Federal and other state agencies; conducted field inspections of proposed project sites; and provided expert testimony at administrative hearings. Coordinated drafting of Mitigation Rule for offsetting wetland impacts and public workshops as part of the rule adoption process.

Recent Projects

NPDES Inspections - Florida Department of Environmental Protection - Statewide - Project Manager for on-going contract to perform inspections of industrial activities and construction sites regulated under National Pollutant Discharge Elimination System (NPDES) and support FDEP compliance and enforcement efforts.

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to a \$700 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

NPDES Phase 2 Notice of Intent (NOI) and Annual Report (AR) Support - Florida Department of Environmental Protection - Statewide - Providing technical expertise and process improvement advice, as well as review and database management services regarding NOI's and AR's received by the Department.

Objective Based Vegetation Management – Florida Fish and Wildlife Conservation Commission – Conducted extensive vegetation monitoring, in accordance with the FWC scientific sampling methodology, in several north Florida Wildlife Management Areas, to provide objective data for developing habitat management plans.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

San Pedro Bay Mitigation Bank Monitoring – Buckeye Florida – Taylor County, Florida – Assisted Birkitt Environmental with baseline monitoring of large mitigation bank established to offset wetland impacts.

David Layne
Senior Scientist/Project Manager

David Layne is a highly experienced scientist and naturalist with over 30 years as a technical professional in the environmental resource protection field. His extensive knowledge of Florida's natural ecosystems, based upon decades of field investigations throughout the state, allows him to accurately identify, delineate, and assess the quality of natural and disturbed ecosystems, determine the potential effects of proposed development or conservation activities, and prepare practical and effective conservation management plans. His expertise also includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. He has addressed regulatory issues from various perspectives, as a long-time project manager with Florida's Department of Transportation, an environmental regulator and wetland delineator with the Department of Environmental Protection and as a Conservation Biologist for a non-profit land trust, the Red Hills Conservation Program at Tall Timbers Research Station. Mr. Layne uses his encyclopedic knowledge of Florida's ecology to provide his clients with comprehensive evaluations of natural and cultural features and practical recommendations for land management to achieve resource utilization and conservation goals.

Education

Bachelor of Science in Biology - Lynchburg College

Master of Science in Ecology - University of Tennessee

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Senior Scientist/Project Manager – Pope Environmental, Inc., Tallahassee, Florida – Conducts and supervises comprehensive natural resource assessments including habitat quality determinations, plant and animal species identification, management planning, mitigation planning, and wetland delineation, as well as assessment of potential impacts and recommendations for impact minimization. Compiles comprehensive data sets required for regulatory compliance and prepares applications for local, state, and federal environmental permits. Responsibilities also include extensive monitoring of natural communities on conservation easements and habitat enhancement projects.

Land Conservation Specialist - Tall Timbers Research Station, Red Hills Conservation Program, Tallahassee, Florida - Conducted baseline inventories of natural, cultural, historic and scenic resources and wrote biological survey reports, baseline documentation reports, easement documentation reports, and conservation management plans for conservation easement properties on plantations in the Red Hills and adjacent areas of Florida and Georgia. Responsibilities included plant and wildlife identification, wetland delineation, habitat assessment, management planning, Threatened and Endangered Species surveys, data entry and manipulation, photographic documentation, GIS mapping of properties for easement properties using GPS technology and ArcGIS 8 and 9, and compliance monitoring of previous easements.

Environmental Consultant - Florida Department of Environmental Protection, Siting Coordination Office, Tallahassee, Florida - FDEP contact for Florida High Speed Rail projects. Developed project tracking system for the Siting Coordination Office. Updated the power plant siting rule and

Pope Environmental, Inc

David Layne
Senior Scientist/Project Manager

application form. Developed standard formats and processes for Conditions of Certification and Modifications. Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Specialist - Florida Department of Environmental Protection, Bureau of State Lands and Environmental Regulation, Wetland Evaluation and Delineation Section, Tallahassee, Florida - Worked as a botanist and wetland ecologist to delineate and assess State of Florida regulated wetlands, using Henderson (1984) and unified (1994) methodologies, identification of plant species, and interpretation of aerial photography. Assisted Water Management Districts and FDEP Districts with location of wetland boundaries on complex sites, assisted in enforcement of wetland protection regulations, provided expert testimony at administrative hearings, assessed wetland quality, extent, and habitat for other sections within FDEP and other state and local agencies. Performed delineation training for personnel from other state and local regulatory agencies. Reviewed proposed legislation which would affect the wetland delineation process. Assisted in rule development. Assisted in the preparation of the Florida Wetlands Delineation Manual and the Florida Wetland Plant Identification Manual. Wrote the WED Section procedures for the Division procedures manual.

Environmental Supervisor - Florida Department of Environmental Regulation, Bureau of Permitting, Standard Dredge and Fill Permitting Section, Tallahassee, Florida - Supervised an environmental review section consisting of three Environmental Specialist II project managers and also served as project manager for environmental permit applications. Additional responsibilities included the training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, federal agencies, local interests and other divisions of the Department of Environmental Regulation. Assisted applicants with impact reduction and mitigation. Conducted site inspections and assessed proposed impacts and mitigation. Provided expert testimony in administrative hearings and civil court proceedings and reviewed proposed legislation.

Environmental Specialist - Florida Department of Transportation, Bureau of Environment, Tallahassee, Florida - Project manager for FDOT environmental permit applications to federal, state, and local environmental agencies. Additional duties included preparing and following up petitions for rulemaking and variances from rules with these agencies; compliance inspections of FDOT projects in progress; preparing, managing, advertising, and issuing certification/acceptance permits; other coordination with environmental agencies as required.

Environmental Specialist - Florida Department of Environmental Regulation, Northwest District Branch Office, Tallahassee, Florida - Dredge and fill field inspector for a 12 county area of Northwest Florida. Duties included site visits to dredge and fill permit application locations, evaluation of the site and potential effects of the project on the local and general environment, providing design and coordination assistance to applicants and FDER staff, testimony in administrative hearings and civil court proceedings, enforcement measures against persons in violation of Florida Statutes and Florida Administrative Code Rules.

Pope Environmental, Inc

Recent Projects

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Under ongoing contract, conducts annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

ERP Processing Assistance – Suwannee River Water Management District – Provided comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Recently conducted wetland delineation review of proposed Magnolia Bay marina project.

Blueprint 2000 and Beyond - Leon County, Florida – Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Chipola River Ranch – Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 1,000 acre residential development.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Legacy of Chipola– Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 600 acre residential development.

Lake Underhill Road Property – Orange County, Florida – Baseline assessment, wetland delineation, GPS mapping, and evaluation of wetland alterations due to increased runoff from an expanded roadway, on a development-surrounded natural parcel.

Section B - Experience With Projects Of Similar Types and Size

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our teams experience is demonstrated by the project abstracts presented in the following pages of this section. Ten projects for this work category are presented in accordance with the RFP requirements.

We understand that the success of a project depends upon the quality of decisions made at the beginning of the project. One of the first steps our team will take on each assignment will be to assemble a design criteria package for each project. The design criteria will identify the design standards, codes and other regulatory direction are utilized by the team for the specific project.

Our team utilizes resources and specialty software to perform the design task for projects under this work category. The following table represents a summary of the resources and specialty software we have used in relation to the example projects presented herein and which we will use in the performance of duties for projects under this work category. Also included in the table are the Inovia staff proficient in the use of the software and the associated years of experience.

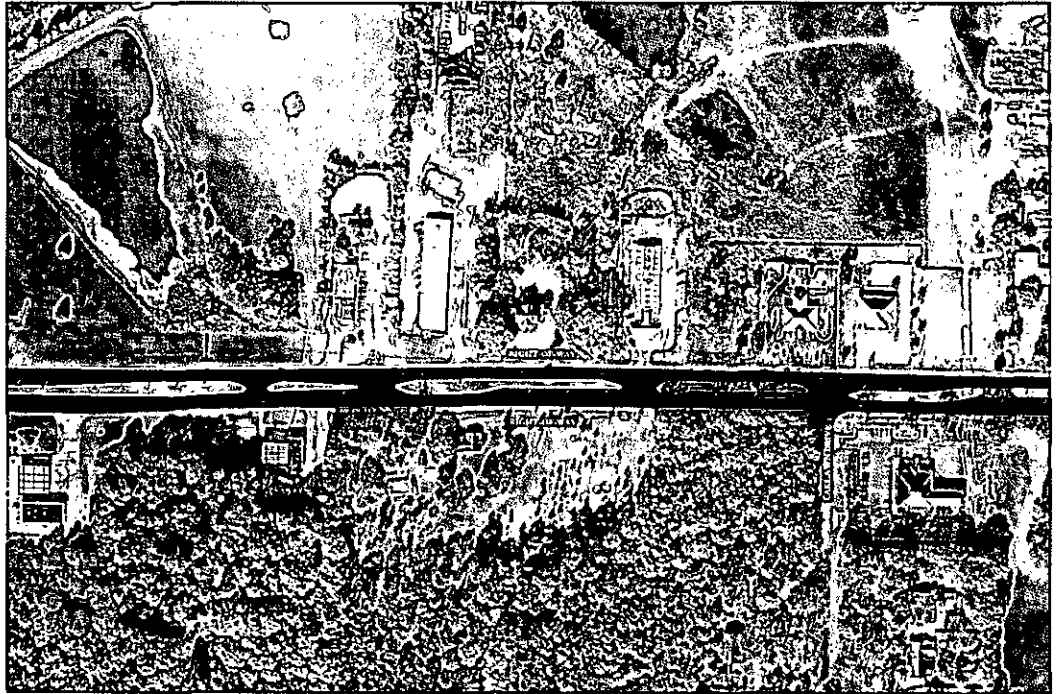
Resources and Specialty Software

Analysis/Modeling Tool	Purpose and Use	Technical Staff Utilized	Qualifications and Experience
Autodesk AutoCAD	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell Andy Collins Paul Webb	Over 60 years of combined experience
Streamline Technologies Advanced ICPR3	Stormwater modeling, facility design, small network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Extensively used for hydrologic and hydraulic modeling, regulatory permitting
EPA SWMM 5.0	EPA Stormwater Management Model (SWMM) for off-site modeling and large network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis and concurrency modeling
XPSWMM	Dynamic modeling of stormwater, sanitary, and river systems that simulates natural runoff processes in engineered and natural systems	Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis, concurrency modeling, and analysis of large drainage systems
USACOE HEC-RAS	Water surface profile model for flood analysis	James F. Waddell Rick A. Jenkins Scott Lord	Over 15 years of experience, some training
BOSS International HEC-2	Water surface profile menu for flood analysis	James F. Waddell	Over 15 years of experience
Hydraflow by inteliSOLVE	Stormwater conveyance analysis	James F. Waddell Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell	Over 35 years of combined experience
MODRET, V6.1	Groundwater mounding and stormwater routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Over 25 years of combined experience
Bentley Microstation/GEOPAK	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Andy Collins	Over 7 years of combined experience

SR 83 RESURFACING AND IMPROVEMENTS



Roadway Design



LOCATION

DeFuniak Springs, FL

OWNER

Florida Department of Transportation

CONTACT

Alaina Webb, P.E.
850.638.0250

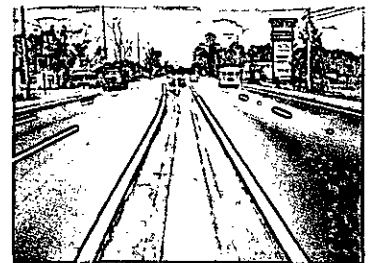
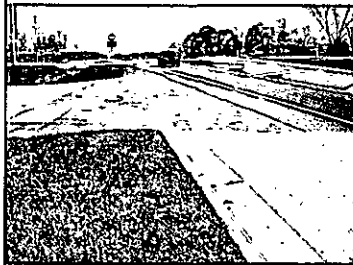
DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Site Design, Utility Coordination, and Permitting

Inovia was responsible for creating the design plans for milling and resurfacing SR 83 (US 331) in DeFuniak Springs, Florida. This segment of SR 83 began south of the I-10 overpass as a rural section, transitioned to an urban section through town and ended at the US 90 intersection. In addition to the resurfacing, the left turn lane at Bruce Avenue was extended to accommodate school bus traffic, which required a median closure at Park Avenue. Other improvements incorporated in the design were sidewalk and curb ramp repairs to meet current Americans with Disabilities Act (ADA) standards. Inovia also facilitated utility coordination, permitting and public involvement for the Florida Department of Transportation on this project.



innovation via design

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LINENE WOODS INFRASTRUCTURE IMPROVEMENTS



Roadway Design



LOCATION

Leon County, Florida

OWNER

Leon County Board of Commissioners

CONTACT

Kim Wood, P.E.
850.606.1545

DATE COMPLETED

2011

INOVIA RESPONSIBILITIES

Roadway Design,
Stormwater Management,
Environmental Permitting

The Linene Woods Homeowners Association approached Leon County in hopes of improving the roadway and drainage system throughout the subdivision. This project proceeded under the County's two-third, one-third program and road right-of-way will be taken over by Leon County. Due to poor site preparation, there was significant rutting, cracking, and failures in the roadway. Further, roadway and yard flooding have also been issues for the subdivision. Inovia was tasked with identifying the cause of roadway damages and flooding problems and determining various design solutions. The construction process is nearly complete, alleviating the subdivisions flood problems and returning the road to a suitable condition.



i n n o v a t i o n v i a d e s i g n

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GADSDEN COUNTY ROAD RESURFACING



Roadway Design



LOCATION

Gadsden County, Florida

OWNER

Gadsden County Board of Commissioners

CONTACT

Kerrie Harrell, PBS&J
850-575-1800

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Roadway Design and Construction Administration

Inovia Consulting Group was responsible for the design of the Gadsden County roadway rehabilitation and resurfacing projects funded by the American Recovery and Reinvestment Act. Inovia and Peavy & Sons Construction were the design-build team chosen by FDOT for the rehabilitation and resurfacing of County Road 269 and County Road 12 B (Glades Road). Because of frequent parallel parking and high traffic volume, Maintenance of Traffic was a key consideration during planning and design. Design also included upgrades to non-compliant ADA sidewalks.



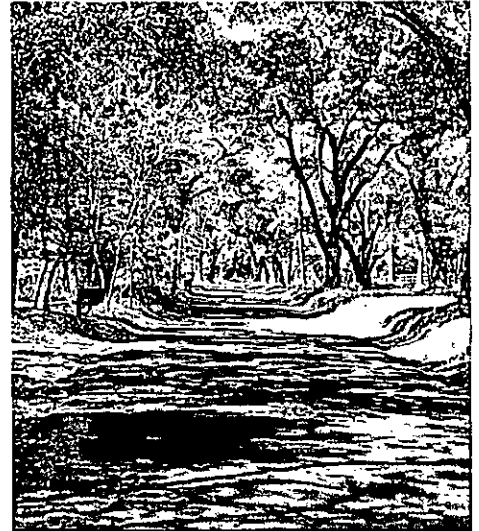
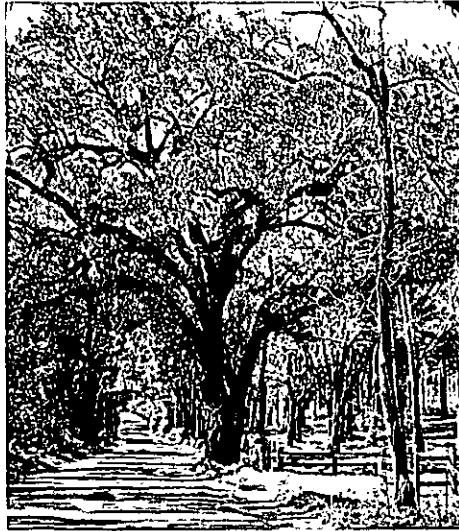
innovation via design

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Pisgah Church Road Stabilization



Roadway Design



LOCATION

Leon County, Florida

OWNER

Leon County Board of Commissioners

CONTACT

George Su, P.E.
850.606.1500

DATE COMPLETED

2006

INOVIA RESPONSIBILITIES

Roadway Design and Environmental Permitting

Coordination with Leon County Public Works staff in connection with stabilization of an existing clay county maintained road with open-graded cold mix asphalt, allowing a pavement surface to be established within the narrow constrained existing road bed. Open graded cold mix stabilization has been used extensively in Leon County on a variety of unpaved roads primarily to increase servicibility and reduce ongoing maintenance issues associated with these roadways.



innovation via design

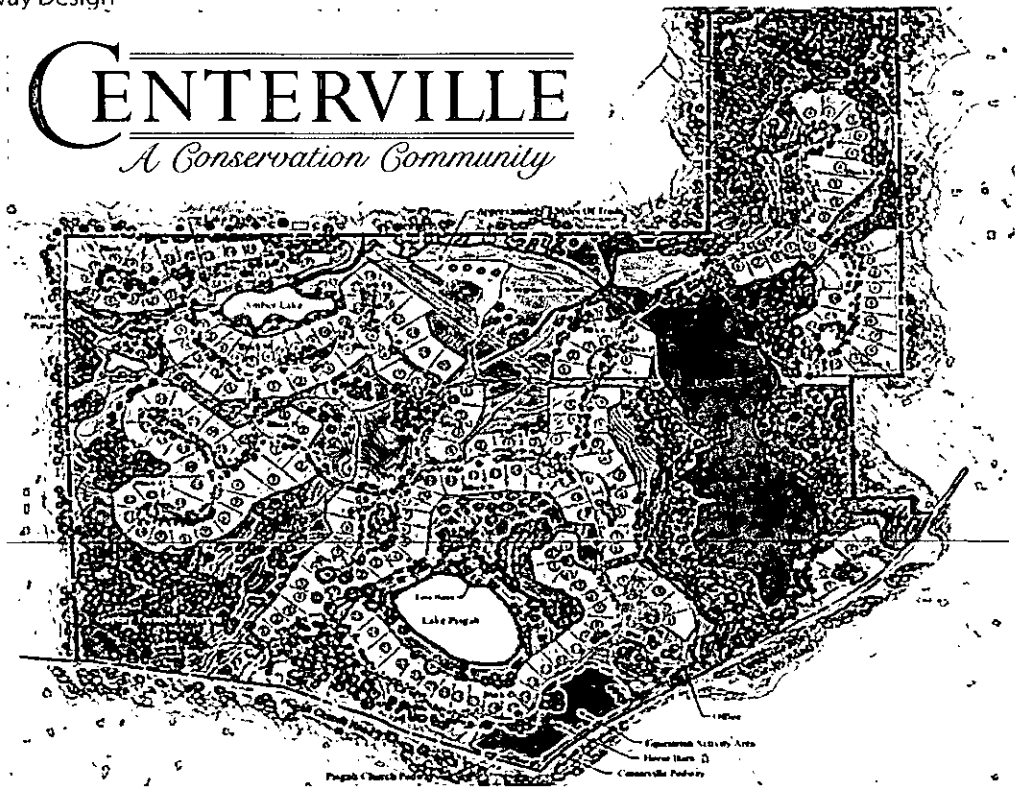
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CENTERVILLE CONSERVATION COMMUNITY



Roadway Design

CENTERVILLE *A Conservation Community*



LOCATION

Tallahassee, Florida

OWNER

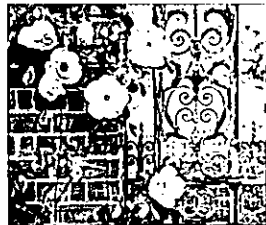
Conservation
Community Group, LLC

DATE COMPLETED

2008

INOVIA RESPONSIBILITIES

Land use and Re-zoning,
Planning, Subdivision
Design, Environmental
Permitting, and Construction
Administration



Historically, Centerville Plantation was a 1,000 acre working plantation in Leon County, FL. To retain the rural plantation character of the subdivision, a conservation community was proposed including 200 residential lots, 7 miles of rural roadway and recreational amenities including trails, wildlife observation, and freshwater activities. Stormwater management facilities required extensive analysis and modeling to demonstrate volume recovery in severely limited soils. This project has been regarded by the local regulatory community as the model conservation subdivision.



i n n o v a t i o n v i a d e s i g n

COUNTY ROAD 257 (SALT ROAD) RESURFACING

Roadway Design



The Salt Road Resurfacing project was completed by Inovia Consulting Group in collaboration with Peavy & Sons Construction. This design-build project, sponsored by FDOT, consisted of the rehabilitation and resurfacing of County Road 257. The project was funded by the American Recovery and Reinvestment Act and drastically improved roadway conditions for those traveling along CR 257.

LOCATION

Jefferson County, Florida

OWNER

Jefferson County Board of Commissioners

CONTACT

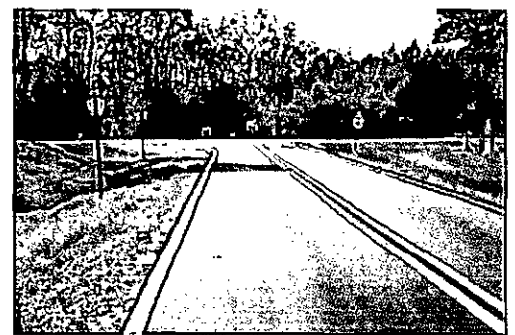
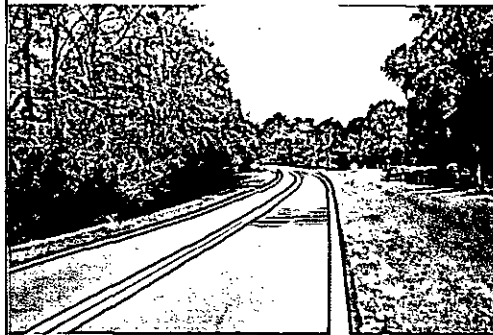
Kerrie Harrell, PBS&J
850.575.1800

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Roadway Design and Construction Administration



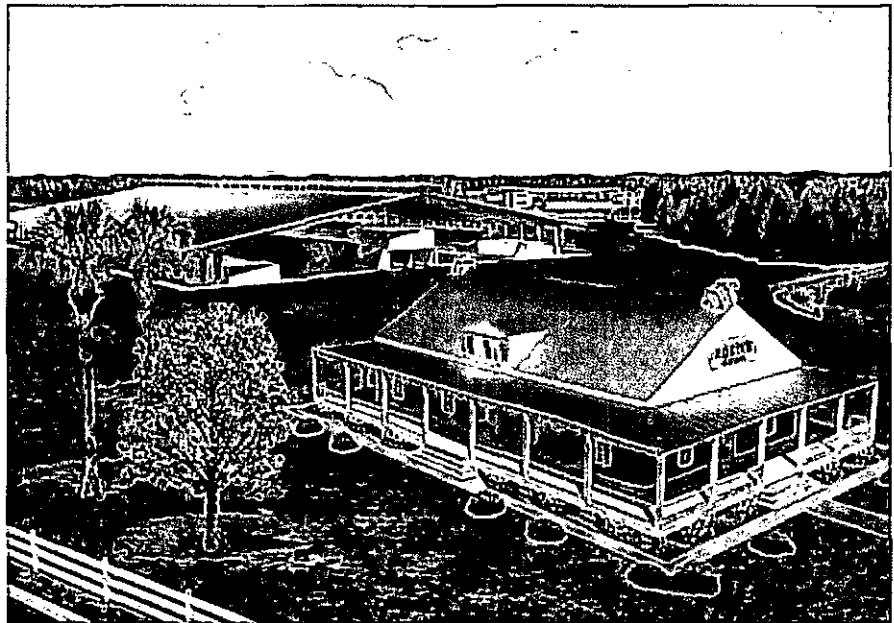
innovation via design

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RO RANCH EQUESTRIAN PARK



Roadway Design



LOCATION

Lafayette County, Florida

OWNER

Suwannee River Water
Management

CONTACT

Brian Kauffman
386.362.1001

DATE COMPLETED

Ongoing

RESPONSIBILITIES

Roadway Design and
Environmental Permitting

INDIVIDUAL EXPERIENCE

Rick Jenkins, P.E.
Scott Lord, EIT



This project consisted of the design and permitting for an equestrian park, including roadway design, parking layout, campsite and trail design, utility routing and coordination, and permitting with FDEP and FDOT. Duties included roadway and parking design, utility routing, campsite and cottage layouts, and stormwater management facility design.



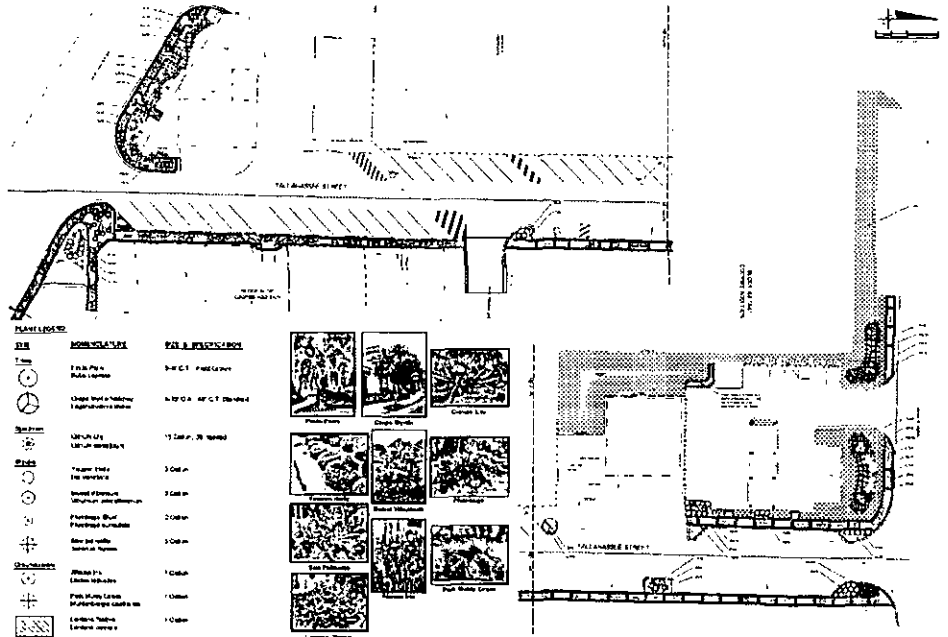
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CARRABELLE DOWNTOWN STREETSCAPE IMPROVEMENTS



Roadway Design



LOCATION

Carrabelle, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
City Administrator
850.697.2727

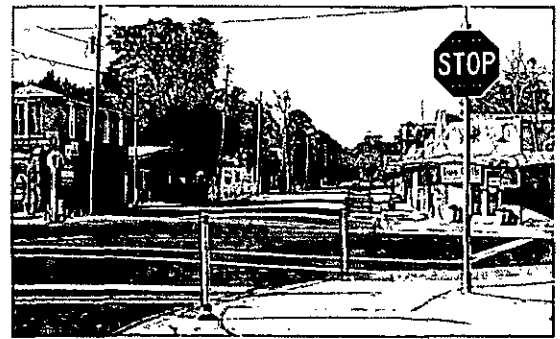
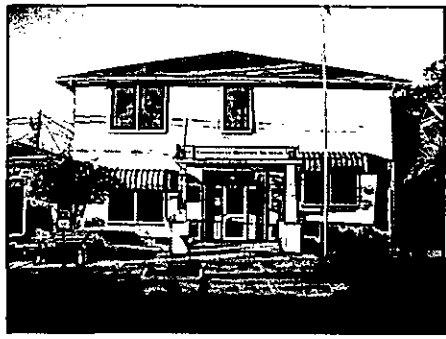
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Ongoing

INOVIA RESPONSIBILITIES

Planning and Design

The goal of this project is the beautification of downtown Carrabelle, FL. The project consists of the retrofit of the existing stormwater management facility by removing a total of 20,276 square feet of impervious area, consisting of a combination of asphalt pavement, concrete sidewalk, curb & gutter, and an existing concrete tennis court. These areas will be replaced with new asphalt, concrete sidewalks, curb and gutters, an outdoor pavilion, and numerous landscaped areas containing inlets connecting to the existing stormwater system. This project involves coordination with both the City of Carrabelle and FDOT.

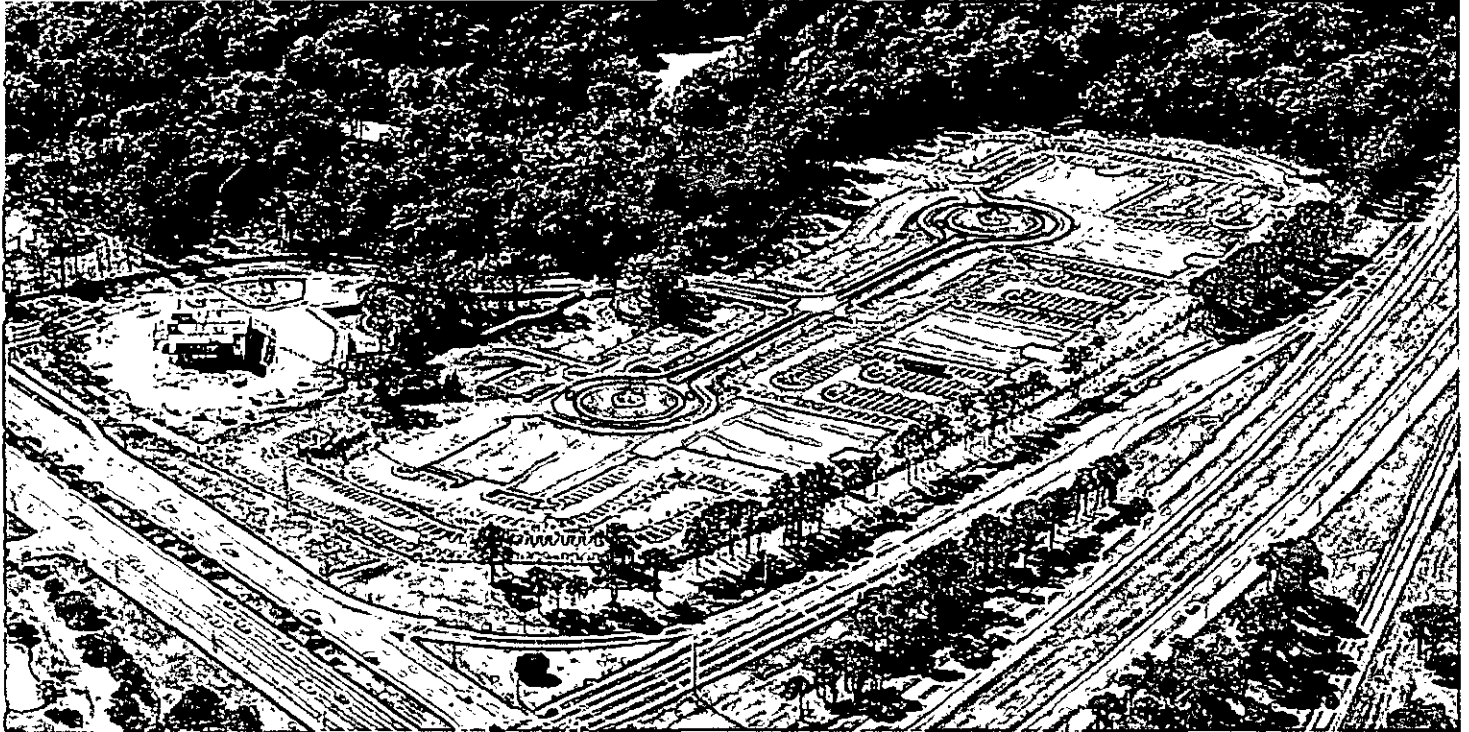


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METROPOLITAN BOULEVARD ROADWAY EXTENSION

Roadway Design



LOCATION

Tallahassee, Florida

OWNER

Middlebrook Investment
Group and Kids Ventures, Inc.

CONTACT

Hal Middlebrooks
850-510-0375

DATE COMPLETED

2006

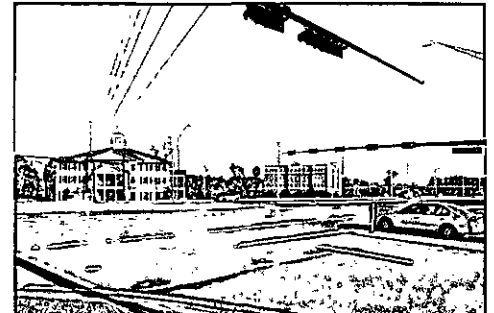
INOVIA RESPONSIBILITIES

Planning, Subdivision,
Land use and Re-zoning,
Design, Environmental
Permitting, Construction
Administration

Subdivision design and PUD rezoning for a mixed use development, including 6 estate residential lots and 7 commercial lots to support 300,000 SF of Class A premium professional office space located at the I-10/ US 319 Gateway to the City of Tallahassee.

This project is a marquis accomplishment for Inovia. It presented a number of design challenge and emphasizes Inovia's abilities in design and problem solving, including:

- Skewed alignment of the entrance intersection
- Coordination with FDOT on improvements to the I-10 interchange
- Protection of and mitigation for regulated environmental features
- Optimization of design to maximize use of developable land in a manner acceptable to the surrounding neighborhoods while working around a 24" diameter high pressure gas main and easement.
- Utility extensions for water and sewer, with consideration to wet system fire protection for the proposed buildings



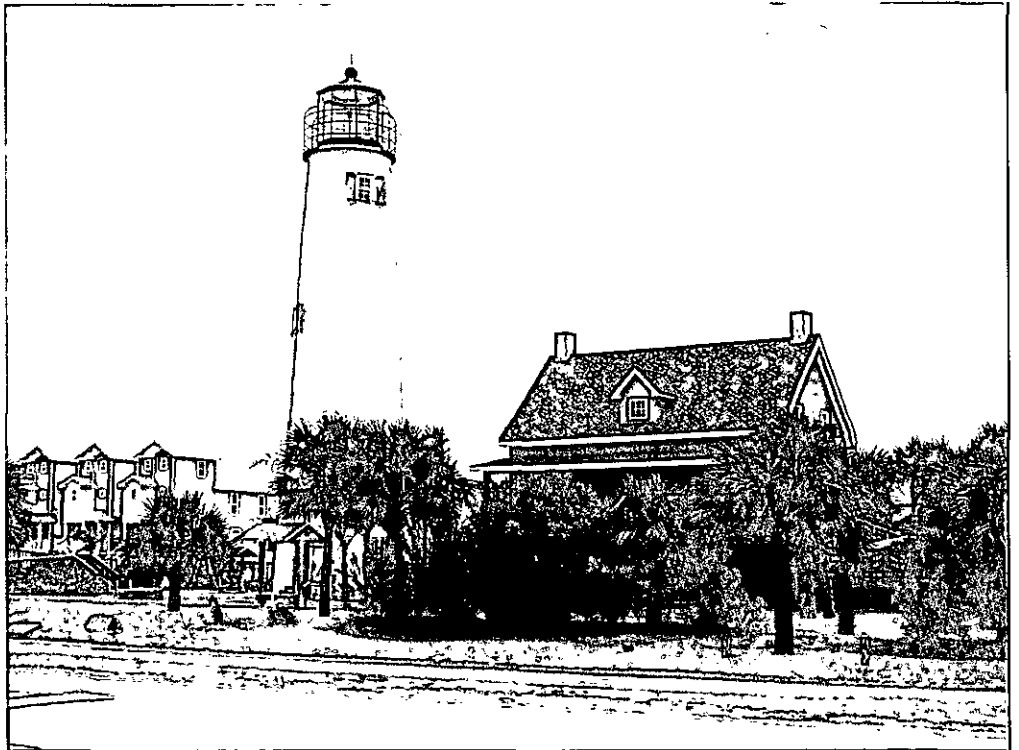
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FRANKLIN COUNTY SIDEWALKS



Roadway Design



LOCATION

St. George Island, Florida

OWNER

Franklin County

CONTACT

Mark Curenton
850.653.9783

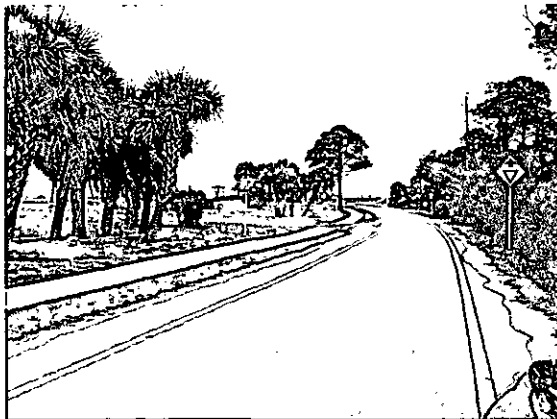
DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Planning and Design

Inovia teamed with a local contractor under a design-build arrangement to provide sidewalk in the St. George central business area. Funding for the project originated from the American Recovery and Reinvestment Act (ARRA) through FDOT by LAP Agreement with the County.



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Section C - Willingness To Meet Schedule and Budget Requirements

Inovia will meet the schedule and budget requirements for projects administered under this contract. Our ability to meet these objectives is substantiated by the amount of repeat business that we have with our clients. Our project management process, which includes internal budget and scheduling software, allows us to monitor the progress of any project on an up-to-date daily basis. This perspective permits us to evaluate remaining components of the project to be completed and to project time and resources that will be necessary to bring the project to successful completion, on time and within budget.

County project managers that we have worked with are familiar with our sequentially numbered and correlated scope statement/fee calculation worksheet/Microsoft Project schedule. It is the primary tool that we use to define our role in the project. We will apply this system to all projects for this contract.

Our experience with Leon County Public Works has lead us to understand the budgeting process each of the County's project managers must adhere to. We understand that before a project can be funded, the County's project manager must report an estimate of project costs including soft cost and hard cost. The County's project manager must be able to rely upon the consulting engineer to develop these costs. The Inovia design team strives to be as accurate as possible and include a contingency amount in our construction cost estimate. We follow FDOT construction cost history and recent unit price averages closely when preparing our estimates.

Our goal is to provide a cost estimate for budget reporting purposes that is accurate and able to be backed up. This detailed approach is driven by the philosophy that at the end of the day it is never our objective to be the low bidder on the project!

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i n n o v a t i o n v i a d e s i g n

Section D - Effect of Firm's Recent, Current and Projected Workload

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25

General

The fact that there are fewer project opportunities than there were three or four years ago has resulted in less work and shorter backlog times for most firms, and Inovia is no exception. The following table illustrates projects currently under contract and the following page illustrates the availability of our staff for new project commitments.

Projects Currently Under Contract

Project Name	Project Description/Phase	Design Services Completion Date
Lafayette Heritage Trail Bridge	Final permitting phase for ped. bridge	June, 2011
Scipio Creek Commercial Basin	Initial Design Phase	September, 2011
Lawndale Road Drainage	Final Permitting Phase	May, 2011
Ben Boulevard Drainage	Initial Permitting Phase	August, 2011
Edinburgh Drainage	Possible Redesign	September, 2011
Autumn Woods Drainage	60% Final Design Plans	June, 2011
Mitcham Drive Floodwall	Initial Permitting Phase	June, 2011
Misc. Minor Projects	Varies	May, 2011

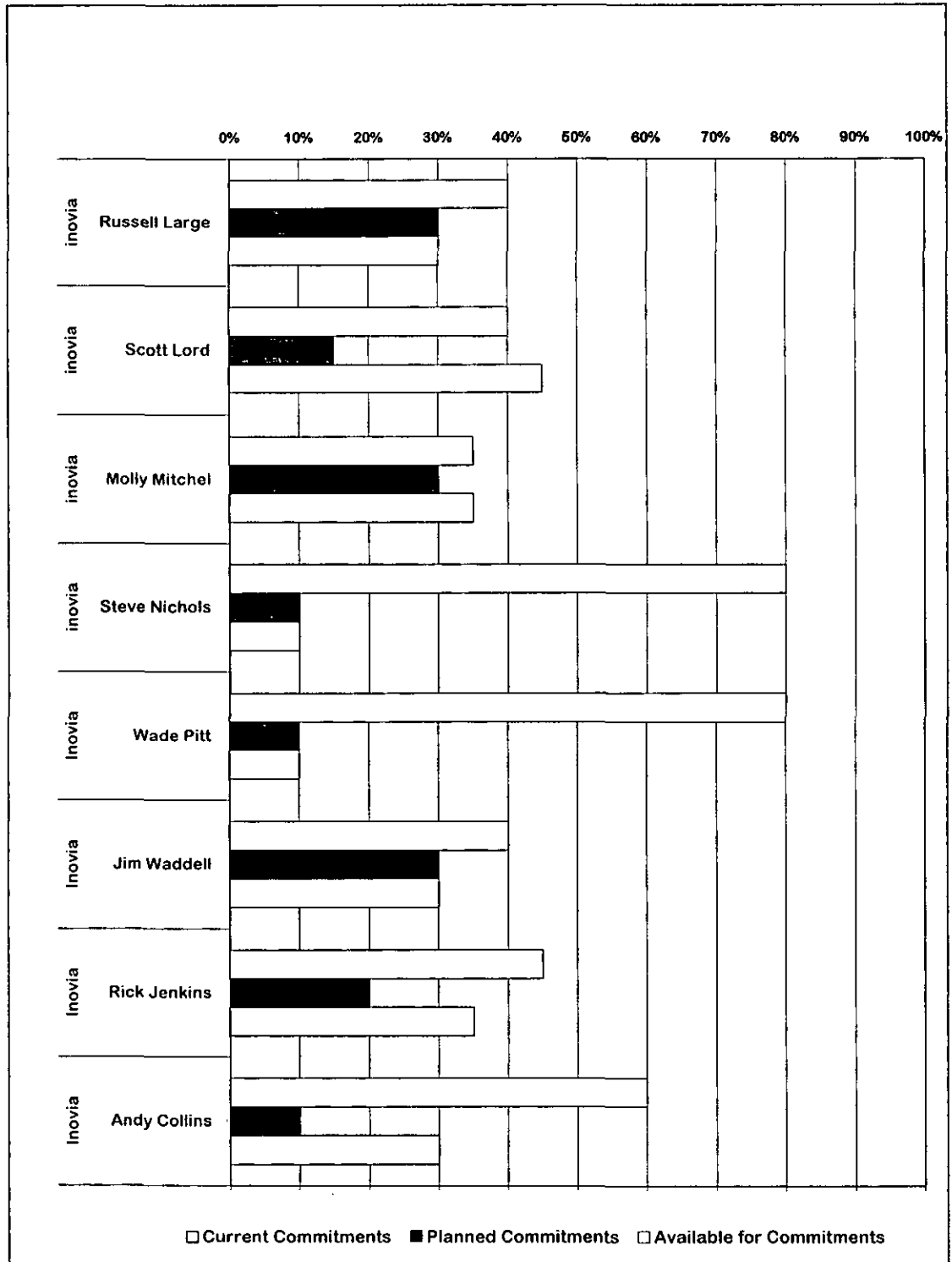
Based on the above table the completion of projects currently under contract occurs within six months of this writing. Please refer to the chart on the following page which shows that currently our staff has an average of 52% of time available for new project commitments. Projects resulting from this contract can be easily absorbed and work may commence immediately.

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i n n o v a t i o n v i a d e s i g n

Section D - Effect of Firm's Recent, Current and Projected Workload



Section E - Effect of Project Team Location

Location

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The Inovia Team for this project is comprised of Tallahassee-based small firms with various areas of expertise to serve the County. In fact, it may be stated that our team truly boasts global project experience with a "local" touch. The leadership of the Inovia Team includes:

Jim Waddell, P.E.
Inovia Consulting Group
Principal



Mr. Waddell's professional experience spanning 23 years includes land development projects, roadway design, major utility rehabilitation and replacement projects, commercial site planning, environmental studies and permitting, public administration assistance to support funding of client capital improvements programs, development management and construction administration. Jim is a member of the Florida Engineering Society, National Society of Professional Engineers, American Society of Civil Engineers, and is registered in Florida, Georgia, Alabama and Mississippi.

Russell Large, P.E.
Inovia Consulting Group
Principal



Mr. Large's professional experience span of 17 years includes a well-rounded variety of civil engineering experience including highway design, residential subdivisions in excess of 2,000 units with dedicated public infrastructure, a variety of flood relief projects, and commercial office developments totaling 250,000 sf of gross floor area. Russell has designed and permitted many miles of water and sewer infrastructure extensions from both the City of Tallahassee and Talquin Electric systems to private and public projects in the County.

Kevin Pope
Pope Environmental, Inc.
Sub Consultant

Mr. Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. He has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation. He personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education and conservation services.

Section E - Effect of Project Team Location

Judy Hayden, P.E.
Environmental and Geotechnical Specialists, Inc. (EGS)
Sub Consultant

Judy Hayden, P.E. and the M/DBE firm of Environmental and Geotechnical Specialists, Inc. (EGS) provide the specialty services associated with environmental and geotechnical engineering. EGS is highly qualified and has an outstanding work experience in Leon County and throughout north Florida. The staff at EGS has been providing professional services in this area since 1992.

John Matthews, PSM
HSA Consulting Group
Sub Consultant

HSA Consulting Group (HSA) brings over 20 years of surveying experience in this local area to our team. HSA is well versed in survey methods necessary for accurate control and compilation of data, as well as utilization of photogrammetry to create a complete base file for projects. Inovia regularly engages HSA as a team member for roadway and drainage projects due to their expertise in the field; they are a very valuable and important member of our team.

Inovia Team Location Summary

Firm	Role	Location
Inovia	Prime	Tallahassee
Pope Environmental, Inc.	Sub Consultant	Tallahassee
EGS	Sub Consultant	Tallahassee
HSA Consulting Group	Sub Consultant	Tallahassee

Section F - Approach to the Project

Approach to the Project

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

Work Category: Roadway Design

General

The staff of Inovia has extensive experience in roadway design. Our roadway experience includes all types of projects which range from rural road stabilization to complex urban interchange design. Our project managers have significant experience on roadway design projects for the Florida Department of Transportation (FDOT) and are thoroughly familiar with the design standards and methodologies utilized by FDOT. In addition, our staff is familiar with local standards having worked on roadway projects for both Leon County and the City of Tallahassee. We have the design capabilities and the knowledge of local regulations to effectively assist the County in meeting the challenges of any roadway oriented projects.

Project Management

In addition to our technical expertise, we believe our organizational structure will serve Leon County Public Works by providing prompt response to requests and exceeding expectations of service. Rick Jenkins, Project Manager, and Russell Large, Principal, will coordinate all contact with Leon County's Project Manager. When an assignment is received, a meeting will be held to determine project expectations, goals, budget, and affected stakeholders. It will then be determined if an initial planning phase will be necessary to successfully implement the best project solution. The planning phase will be beneficial to assure that all critical issues are known and addressed before the final design is complete and therefore prevent costly post design alterations to the assignment. After the meeting, a detailed Scope of Services, Project Schedule, and Man-Hour Estimate will be prepared and submitted for the project. Project deliverables and submittal dates will be included for approval by Leon County. The submitted Scope of Services, Schedule, and Man-Hour Estimate will be interrelated such that a particular task could be tracked in each document. Once approved and a purchase order issued, work will commence with predetermined periodic progress reports with pertinent status information. Our management team will provide extensive hands-on service to allow for efficient coordination of the assignment.

Internal Project Coordination

Inovia will hold internal meetings to establish project status and critical work necessary to produce quality documents for a scheduled submittal. In addition, time for a thorough Quality Control review will be included in the document preparation process. The review will be set so as to include all revisions and changes required for a given submission. Documentation of the review will be maintained until the assignment is completed and accepted by Leon County.

External Project Coordination

Coordination with other agencies will be conducted with the consent of the Leon County Project Manager. Phone conversations, email communication, and meetings will be documented and retained in the project file and copies shared with the Leon County Project Manager.

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i n n o v a t i o n v i a d e s i g n

Section F - Approach to the Project

Sub-Consultant Coordination

Any Sub-Consultant required for a particular assignment will be managed through regular meetings and a thorough examination of work documents for completeness and clarity.

Agency Coordination

Coordination with any outside agencies with respect to the project will be conducted by the project manager or his designee. Meetings of significance with these agencies will be scheduled in advance to allow the County's Staff the opportunity to attend and participate. All communication with outside agencies will be recorded and incorporated into the project file.

Public Involvement

The Inovia team is well versed in the process of meaningful public involvement. Our earliest experiences in this aspect of the project has emphasized that successful public involvement is based on three fundamental factors: communication, communication and communication. We have developed a clear and concise package of digital, graphic, written and orally presented materials that is effective in delivering the message of the "who, what, where and why" on our projects. **County Public Works staff and Inovia have presented multiple projects in recent months. We declare that those public information meetings have been a great success. Inovia is proud to have learned that our template and format for a portion of our presentation materials has been shared by the County with other consultants as a preferred method and approach.**

On the personal side of this approach component, we believe that our ability to communicate with the public is based on the fact that we all share with the public the same collective concerns about the neighborhoods in which we live. We take great pride in the ability to distill often technically complex issues about the project into "meaningful conversation", void of aggression or some form of superiority complex, just neighbor to neighbor.

Quality Control

The Internal Organization of Standardization defines quality as the "degree to which a set of inherent characteristics fulfills requirements." Our team believes that the term "quality" should be more highly regarded. We have learned quality is also a measure of esteem which entails fully addressing all requirements with accuracy, expediency, and care, not simply meeting requirements outlined by the scope. In other words, quality is not just found in the result, it is also found in the process. For projects to live up to standards of high quality, constant monitoring of the process is in order. Inovia's Quality Control Process has evolved to be effective in reducing error and delay in the design and permitting process.

Included in the Quality Control Plan are standard, best quality practices which ensure that we provide exceptional services to each client. Each member of our staff and our sub consultants recognize the importance of quality and the responsibility they undertake as we work with the County. The Inovia Team's sense of personal responsibility promotes care in the work produced through the design process.

Checklists, which are project-tailored and dispersed at the onset of the project, are important assets when performing quality control reviews. For this contract, we have placed particular emphasis on the details of design elements identified in the scope and during our field reviews. One of the first

Section F - Approach to the Project

things we will do is meet with our survey sub consultant and create a checklist of special areas where specific survey information is needed. All survey elements will be identified by this checklist prior to fieldwork commencing, and they will be used during the quality control process as well. The same process will be used as Inovia begins our work effort and again with other sub consultants.

Inovia also uses standard, industry accepted methods when reviewing design documentation which includes checking, rechecking, and verification. When each design document is completed, the originator signs and marks the plans with Inovia's QC stamp. After a redline review, the reviewer returns the signed and dated redline plans to the originator for correction. The originator corrects the red-lined sheets, highlighting them in yellow as corrected. After correction, the reviewer verifies the corrections, highlighting in blue. The corrected plans are then given to a third party to verify that the QC process has been followed and completed correctly. Each time plans are originated, reviewed, or corrected the responsible party must sign and date the QC stamp. This process is repeated until the drawings are approved by all reviewers. The implementation of this Quality Control Process ensures that we deliver quality and successful projects.

Responsiveness

While we do not anticipate all of the assignments under this contract to be extremely time-critical, we understand that some assignments will be. Doing so requires being ready to mobilize at a moment's notice. At Inovia, we have become proficient at quickly mobilizing and responding to project issues and developing strategies for resolving project tasks in a timely manner. With this training in "fire-fighting", we are confident in our ability to effectively and efficiently respond to time critical tasks. As a small firm, we are flexible and adaptive and will be able to use this to the County's advantage on this contract.

In addition to our firm's "fire-fighting" capabilities, our Contract Manager takes great pride in being responsive. He understands that answering and returning phone calls and emails is critical to providing quality consulting services. Communication and coordination are critical in our pursuit of providing excellent consulting services.

Dedication

We believe the most vital component to providing excellent consulting service is to be dedicated and committed to serving the client. This dedication creates the drive to go the extra distance to ensure success for the client. Our commitment to the County on this contract is to provide the full resources of our team members to meet the needs of the County.

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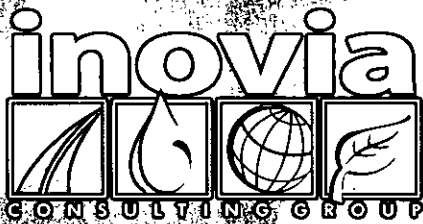


i n n o v a t i o n v i a d e s i g n

Request for Proposals

Leon County, Proposal Number BC-03-17-11-25

Civil Engineering Services, Continuing Supply
Work Category: Structural Engineering
2:00 PM, March 17, 2011



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

- A - Contractor Information**
- B - Executive Summary**
- C - Required Forms**

SECTION 2 - Specific Proposal Information for Each Work Category

- A - Ability of Professional Personnel**
- B - Experience With Projects of Similar Type and Size**
- C - Willingness to Meet Schedule and Budget Requirements**
- D - Effect of Firm's Recent, Current and Projected Workload**
- E - Effect of Project Team Location**
- F - Approach To The Project**

**Section 1 - General Information Applicable
To All Work Categories**

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i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

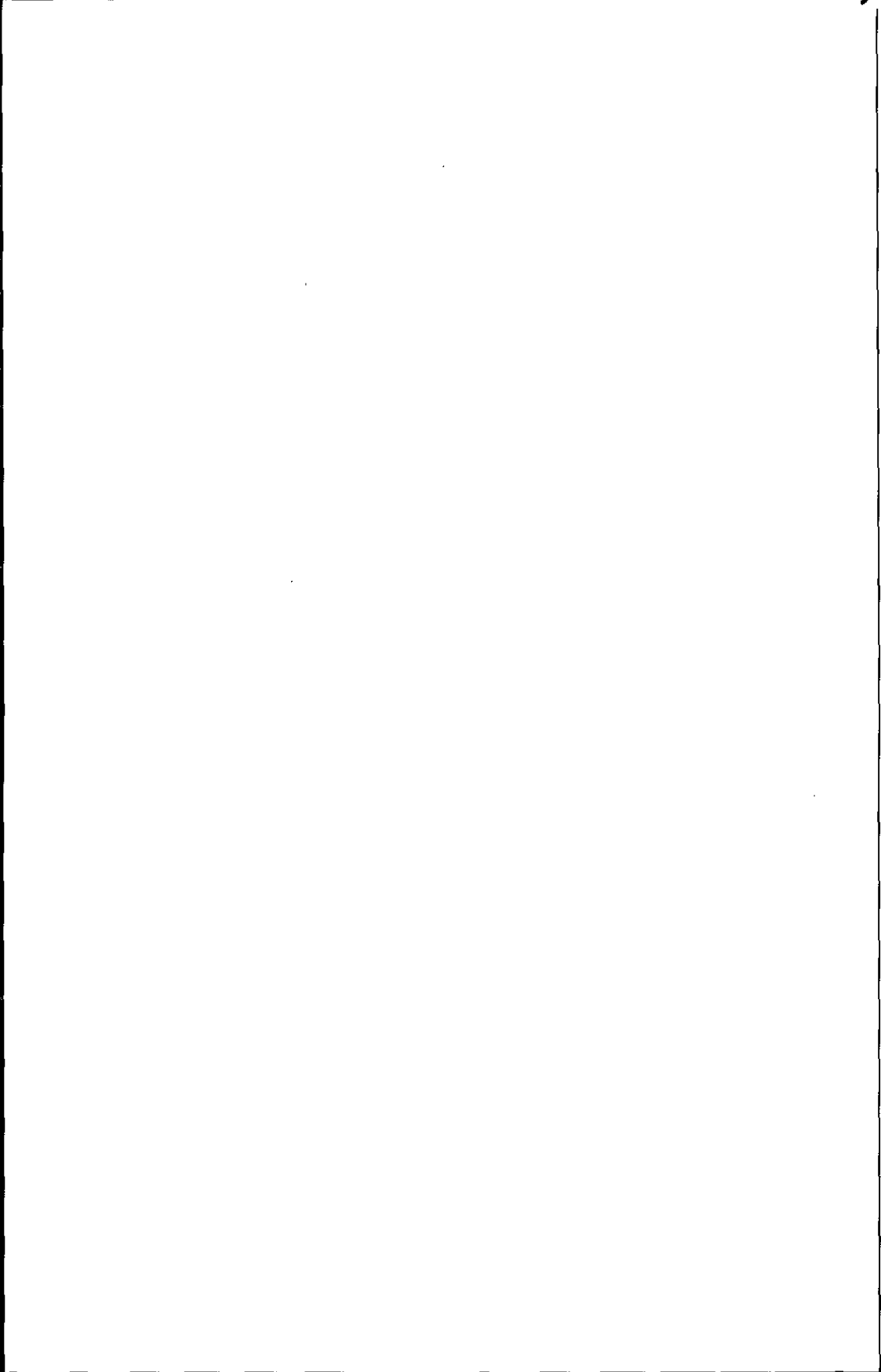
L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM



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CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

**Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011**



**Purchasing Division
1800-3 Blair Stone Road
Tallahassee, FL 32303**

Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.
- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.



i n n o v a t i o n v i a d e s i g n

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

March 17, 2011

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's
	1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, **all** of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

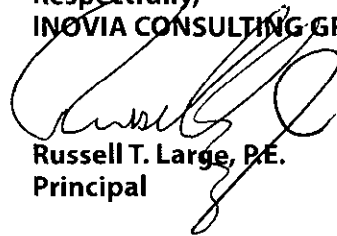
RESPONSIBLE OFFICE

The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
Inovia Consulting Group
930 Thomasville Road, Suite 200
Tallahassee, Florida 32303
Phone 850.298.4213
Fax 850.298.4498
RTL@INOVIAGROUP.COM

The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

**Respectfully,
INOVIA CONSULTING GROUP**



**Russell T. Large, P.E.
Principal**



[Empty rectangular area for required forms]



inovia
CONSULTING GROUP

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
 Proposal Number: BC-03-17-11-25
 Opening Date: Thursday, March 17, 2011 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET


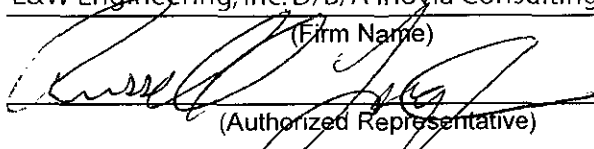
THIS PAGE IS TO BE COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing Director

John Dailey, Chairman
 Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

BY		<u>L&W Engineering, Inc. D/B/A Inovia Consulting Group</u> (Firm Name)  (Authorized Representative) <u>Russell T. Large, P.E.</u> (Printed or Typed Name)
ADDRESS		<u>930 Thomasville Road, Ste. 200</u>
CITY, STATE, ZIP		<u>Tallahassee, Florida 32303</u>
TELEPHONE		<u>850-298-4213</u>
FAX		<u>850-298-4498</u>

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 3 Mar 11 Initials RL Addendum #3 dated _____ Initials _____
 Addendum #2 dated 8 Mar 11 Initials RL Addendum #4 dated _____ Initials _____

PLEASE MARK WHICH CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:

- | | |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input checked="" type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input checked="" type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:

B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.

B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Handwritten signature of Keith M. Roberts in black ink.

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
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(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

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District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 8, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #2

Dear Vendor:

This letter serves as Addendum #2 for the above referenced project.

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

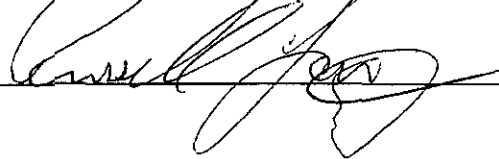
**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) (Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: L&W Engineering, Inc D/B/A Inovia Consulting Group

Signature:  Title: GENERAL

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 17 day of MARCH, 2011.

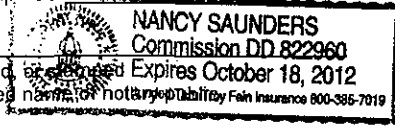
Personally known


NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires _____

Printed, typed, or e-typed Expires October 18, 2012
commissioned notary public Florida Public Safety Insurance 800-395-7019

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

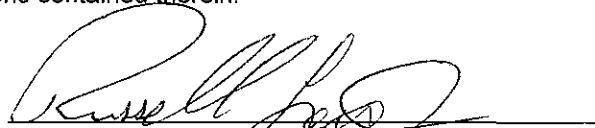
**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:



Title:




Firm:

L&W Engineering, Inc. D/B/A Inovia Consulting Group

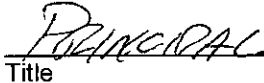
RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature



Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group
Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303
Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurance sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General
Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply

Proposal Number: BC-03-17-11-25

Opening Date: Thursday, March 17, 2011 at 2:00 PM

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General
Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability,
Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS
Typed or Printed

Signature Nancy Saunders

Date 3-17-11

Title _____
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Messer Insurance Group, Inc. 1403 Maclay Commerce Drive Tallahassee, FL 32312 Will Messer		850-894-8222 850-894-8228	CONTACT NAME: Stacy Hale PHONE (A/C, No., Ext): 850-894-8222 FAX (A/C, No.): 850-894-8228 E-MAIL ADDRESS: stacy@messer-insurance.com PRODUCER CUSTOMER ID #: INOVI-1														
INSURED Inovia Consulting Group Suite 200 930 Thomasville Road Tallahassee, FL 32303		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Maryland Casualty Company</td> <td>19356</td> </tr> <tr> <td>INSURER B : Zenith Insurance Company</td> <td>13269</td> </tr> <tr> <td>INSURER C : Mapfre Ins. Co. of Florida</td> <td>34932</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Maryland Casualty Company	19356	INSURER B : Zenith Insurance Company	13269	INSURER C : Mapfre Ins. Co. of Florida	34932	INSURER D :		INSURER E :		INSURER F :	
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INSURER F :																	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	UMBRELLA LIAB			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$						AGGREGATE \$ 1,000,000 \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER LEON-21 Leon County Small Business Enterprise Office 3420 W. Tharpe Street Tallahassee, FL 32303	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Will Messer 
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ACORD™ CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
08/18/2010

PRODUCER SUNCOAST Insurance Assoc P.O. Box 22668 Tampa, FL 33622-2668 813-99-5200		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Inovia Consulting Group, L & W Engineering, Inc., dba 930 Thomasville Rd., Suite 200 Tallahassee, FL 32303		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A: XL Specialty Insurance Company	37885
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	


COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L TR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
			GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
			AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
			GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
			EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
			WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A			OTHER Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER For Proposal Purposes	CANCELLATION 10 Days for Non-Payment SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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IMPORTANT

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If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group	
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address: 4 years	
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498

Russell Large
Signature of Authorized Representative

16 Mar 11
Date

STATE OF FL
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 2011.

By RUSSELL LARGE, of L & W ENGINEERING,
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Nancy Saunders
Signature of Notary

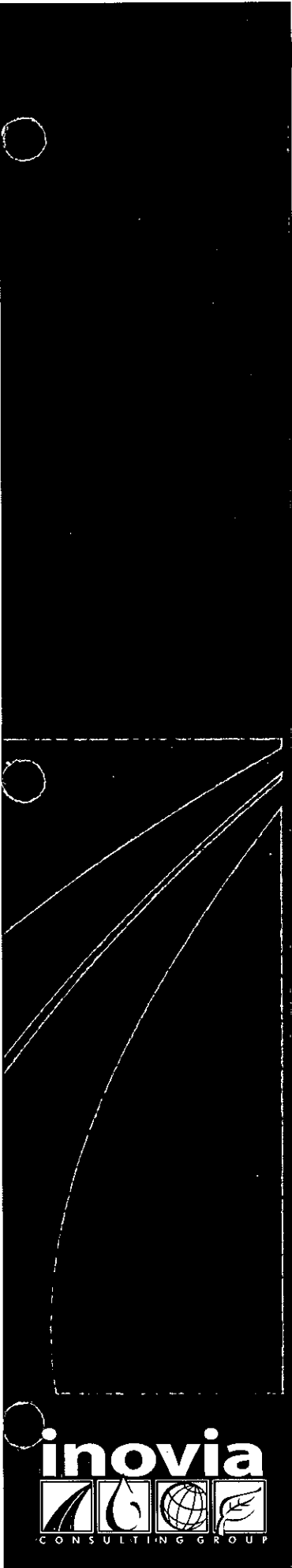
Return Completed form with supporting documents to:

Leon County Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary
NANCY SAUNDERS
Commission DD-822960
Expires **October 18, 2012**
Noted Thru Troy Fain Insurance 800-385-7019

Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**



i n n o v a t i o n v i a d e s i g n

Section A - Ability of Professional Personnel

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our staff brings experience to the firm in the production and management of engineering projects, ranging from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals: 2 Registered PE's
Project Managers: 2 Registered PE's, 1 Non-Registered
Project Engineers: 2 Registered EI's
Technical Support: 2 Non-Registered
Administrative: 1

Inovia Staff Which May Be Assigned Work

Staff Category	Staff Name	Years of Experience
Managing Principals	Russell T. Large, P.E.	17
	Jim Waddell, P.E.	23
Project Managers	Rick Jenkins, P.E.	9
	Wade Pitt	34
	Steve Nichols, P.E.	36
Project Engineers	Scott Lord, E.I.	10
	Molly Mitchel, E.I.	1
Technical Support	Andy Collins	19
	Paul Web	2

Inovia Sub Consultant Team

Firm	Role	Specialty
Pope Environmental, Inc. (W/MBE)	Sub Consultant	Environmental Services
EGS (W/MBE)	Sub Consultant	Geotechnical
HSA Consulting Group (W/MBE)	Sub Consultant	Survey

Resumes of Key Personnel

The following information includes resumes for the personnel listed above including personnel for our sub consultant team members.



Jim Waddell, P.E.
Principal



Professional Overview

Mr. Waddell has 20 years of experience in design and project management covering a vast array of project types. His experience has included roadway design, major utility rehabilitation and replacement projects, commercial site planning and land development projects, environmental studies, environmental permitting, and public administration assistance. Mr. Waddell is a founding principal of Inovia Consulting Group.

Relevant Experience

Metropolitan Corporate Center Planned Unit Development— Tallahassee, Florida

MIG, Ltd/Kids Ventures, Inc.

Principal author and project manager for land planning and rezoning for the southwest quadrant of the Interstate 10/Thomasville Road (US Hwy 319) to develop a 300,000 gsf premier professional office park. Services included preparation, submittal and approval of large scale comprehensive plan land use map amendment and PUD Rezoning application with supporting documentation, natural features inventory, environmental variance and mitigation for impacted regulated natural features, alignment alternatives analyses for the extension of Metropolitan Boulevard entrance to the development, Concurrency and neighborhood involvement, to include technical assistance in preparing a Neighborhood/City Developer Agreement.

Centerville Farms Planned Unit Development— Tallahassee, Florida

Conservation Community Group, LLC

Project manager responsible for technical assistance to the Client for preparation submittal and approval of a large scale comprehensive plan land use map amendment for a 1,000 acre residential development, regarded by some in local government as Leon County's model conservation subdivision, public involvement programs to include neighborhood informational meetings, Natural Features inventory, technical assistance in preparation of PUD Rezoning application.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 46019
GA No. PE031985
AL No. 28556-E
MS No. 18067

YEARS OF EXPERIENCE

23

AFFILIATIONS

Florida Engineering
Society
American Society of Civil
Engineers
National Society
of Professional Engineers

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930 Thomasville Road, Suite 200
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Jim Waddell, P.E.
Principal

(continued)

Marion Street Transit Parkway— Tampa Central Business District

Hillsborough Regional Transit Authority

Design Engineer for a 9-block (approximately 1 mile) urban realignment project located in the Tampa Central Business District. The project involved realignment and construction of the corridor from a 4-lane, 1-way urban roadway to a 2-lane, 2-way urban bus and pedestrian mall.

Responsibilities included preparation of final design plans and specifications, utility coordination, coordination with FDOT District VII, construction contract administration and services during construction. Specific design element of the project with which Mr. Waddell was involved as design engineer included geometric design of the urban section roadway, drainage design involving an urban drainage conveyance system, maintenance of traffic plans for the high volume roadways including the intersecting roadway State Road 60, signing and pavement marking plans, and utility relocation plans and coordination with design team members responsible for landscape/hardscape elements.

City of Apalachicola Wastewater System Improvements—

Apalachicola, Florida

Planning, design and construction contract administration of major improvements to the City of Apalachicola wastewater facilities, including upgrade of the wastewater treatment plant to an advanced level of treatment (AWT), replacement of approximately 80% of the existing gravity collection system, expansion of central sewer to new areas of the City, environmental permitting and monitoring plan approval for an effluent discharge system to receiving wetlands. A consent order with the Florida Department of Environmental Protection necessitated these improvements. Funding for this project, totaling nearly \$8 million dollars, was secured through a combination of a legislative appropriation, FDEP State Revolving Fund Loan, and Community Development Block Grant.

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fax 850.298.4498



Jim Waddell, P.E.
Principal

City of Apalachicola Water System Improvements —

Apalachicola, Florida

Planning and design of major improvements to the City of Apalachicola water system, including development of a remote well field, treatment for hydrogen sulfide, finished water storage and high service pumps, rehabilitation of existing elevated tanks, and replacement of all aged metallic cast iron and galvanized water mains within the service area. Funding for this project, approaching \$5 million, was secured through the US Department of Agriculture Rural Development Administration

City of Carrabelle Town Engineer —

Carrabelle, Florida

Acting as the town engineer for the City of Carrabelle, the scope of services provided include; Design and Permitting of Water System Extensions, Consumptive Use Permitting of the City's Water Supply Wells, Design and Permitting of Sewer Collection System Extensions, Construction Administration, Modifying the City's Development Standards Document, Review of Land Development Projects, Program Management of projects receiving grant funding from various agencies. Attend all monthly Planning and Zoning Board and City Commission meetings giving updates and recommendations on projects and other administrative issues.

General Design Experience

Preparation of residential subdivisions, site plans and environmental permitting for a number of projects. Services included preparation of plats or site plan, concurrency review, and environmental permitting for dredge and fill activities, stormwater management facilities and utility extensions to serve both residential and commercial development.

Public Administration Assistance

Services in connection with funding acquisition and project implementation, including oral presentations to Legislative Delegations, Local Governing Boards, Metropolitan Planning Organizations and Executive Management; feasibility and user charge system studies; Legislative budget requests and preparation of funding applications, studies, and support documentation for grants and loans for local government capital improvement projects.



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Russell Large, P.E.
Principal



Professional Overview

Mr. Large is a Principal and co-founder of Inovia Consulting Group. His professional experience spans 16 years and includes a variety of project types such as numerous utility and subdivision infrastructure projects in Franklin County Carrabelle, and Apalachicola including subdivision platting, various land development projects in Tallahassee and Leon County, environmental permitting, stormwater and drainage improvement projects, and roadway design projects.

Relevant Experience

George L. Sands Memorial Park Stormwater Facility (Ball Fields Stormwater Facility)

Carrabelle, FL

Design and permitting of a stormwater facility to serve as both an amenity and means of stormwater treatment for the downtown area of the City of Carrabelle. The facility is located on the west side of town at the gateway to the City. A park is constructed adjacent to the pond which incorporates a walking path around the facility. The stormwater facility is a wet facility with aeration fountains.

Lanark Master Lift Station and WWTP Abandonment

Carrabelle, FL

The City of Carrabelle took over the water and sewer systems from the Lanark community and inherited the wastewater treatment plant which was in disrepair due to the lack of maintenance. Since the City of Carrabelle WWTP has ample capacity the Lanark WWTP was abandoned and demolished and a new master lift station constructed which pumps all of Lanark's effluent to the City of Carrabelle WWTP. Mr. Large is the engineer of record and designed and permitted the improvements. The lift station start up including start up of the emergency power generation systems is complete and the lift station site construction is being finalized.

EDUCATION

Bachelor of Science in
Civil Engineering
Auburn University

REGISTRATION

Professional Engineer,
FL No. 5933,
GA No. PE026434

YEARS OF EXPERIENCE

16

AFFILIATIONS

American Society of Civil
Engineers

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phone 850.298.4213
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Russell Large, P.E.
Principal

(continued)

Windom Pond Restoration at Dixie Plantation

Dixie Plantation - Jefferson County, FL

Environmental permitting and drainage design for Windom Pond consisted of a new outfall structure, construction of a deep-water trough and the creation of islands with a mixture of upland and wetland plants. The islands were planted with trees and shrubs that are favored by a host of wading birds including many listed species such as little blue herons, woodstorks and snowy egrets. The end product is a deep-water marsh that provides enhanced wildlife value and restored the project to its *historic wetland* type.

Sweet Bay Hollow Apartments

Francis Meginniss Booth Trust - Tallahassee, FL

Development of 41 apartment units and associated parking, utilities, and stormwater management facilities.

Call Street and Cadiz Street Stormwater Improvements

City of Tallahassee Stormwater Division - Tallahassee, FL

Design for a flood relief stormwater facility and modification of existing urban drainage systems over a study area of over 200 acres.

US 98 / Thomas Drive Interchange

FDOT District Three - Panama City Beach, Florida

Lead roadway design engineer for the design of a three-level interchange connecting three arterials and a major bridge.

SR 79 US 98 to South of ICWW

FDOT District Three - Bay County, Florida

Mr. Large served as the lead roadway design engineer for this multi-laning project in Bay County. His responsibilities as lead roadway engineer for the design of a 4.5 mile road multi-laning project.

SR 61 (US 319) From SR 263 (Truck Route) to SR 363 (Adams Street)

FDOT District Three - Leon County, Florida

Lead engineer for widening and resurfacing of SR 61 from a 2-lane rural section to a 2-lane with center dual left turn lane rural section.

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Russell Large, P.E.
Principal

(continued)

Forest Village Shopping Center

Candler Development Company - Tallahassee, FL

Design for 7,000 sf of commercial space and associated parking, access, and utilities.

Summer Chase Condominiums

Goose Creek Developers, Inc. - Tallahassee, FL

Design and permitting for 204 condominium units and associated parking, utilities, including a sewer lift station, and stormwater management.

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fax 850.298.4498

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Stephen Nichols, P.E.



Professional Overview

Mr. Nichols has over 36 years experience covering a broad range of infrastructure projects. Responsibilities include project management and technical oversight for roadway design, bridge design, PD&E studies, concept reports, bridge repair/maintenance, hazardous waste remediation, toll plazas, landscaping, buildings and coastal marine projects. Structural design was a major portion of the projects Mr. Nichols developed and managed.

Relevant Experience

Bridge Design

Turnpike District Structures Engineer

Served as District Structures Engineer for Florida's Turnpike, meeting with other District Structures Engineers and applying policy to bridge projects and bridge related issues. Reviewed Technical Special Provisions (TSPs) for Turnpike projects.

Bridge Repair Projects (Turnpike)

Project Manager for Bridge Rehabilitation of three bridges on Florida's Turnpike. Developed economic repair to prevent reflective cracking from deflection of side-by-side box beams.

SR 20 Bridge Replacements

Project Manager for three Bridge Replacements under the FDOT Bridge Replacement Program on SR 20 in Liberty County.

SR 679 over Bunces Pass

Project Manager for design of bridge replacement structure. Special Provisions were developed to address extreme coastal environment and access to Fort Desoto Park.

Easterly Extension of the E-W Expressway

Structures Manager/Designer for the design of eleven bridges for the OOCEA in Orlando, Florida. Aggressive schedule required parallel development of bridge and roadway plans. Bridge crossing of Econ River, an Outstanding Florida Water, required closed drainage system on bridge superstructure.

EDUCATION

Bachelor of Science in
Civil Engineering
Tennessee Technological
University

REGISTRATION

Professional Engineer,
FL No. 27463

YEARS OF EXPERIENCE

36

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Steve Nichols, P.E.

(continued)

Bridge Design (Continued)

Tennessee DOT

Designed numerous bridges including prestressed concrete, cast-in-place concrete, steel beams, and welded plate girders. Designed a welded plate girder bridge with a 600' main span over the Tennessee River at Savannah, Tennessee, which was the longest in the state at that time.

Bridge Repair/Painting CR 712 over Florida's Turnpike

Developed plans for cover plates and bearings to be replaced along with repainting the superstructure. Special MOT solutions were developed for the installation of the cover plates.

Bridge Inspection Program

Inspected over 800 off-system bridges in ten middle Tennessee counties. Developed reports in accordance with federal requirements and provided recommendations for remediation and/or restoration.

Miscellaneous Bridge Repair

Developed plans for deck, beam and truss repairs on bridges while serving as State Evaluation Engineer for Tennessee DOT.

Coastal and Marine

Steel Coil Barge Unloading Facility- Florence, Al.

Designed crane runways and building to unload and store steel coils that are used by automobile and washer/dryer manufacturing plants. Runways cantilevered 50 feet over barge and extend 250 feet into building to unload coils from the barge to the building. Specification for crane and control systems was included in design.

Apalachicola Dock

Design of dock repair for shrimp boats that was destroyed by hurricane Ivan and replaced with concrete structure that will withstand submersion during storm events.

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Steve Nichols, P.E.

(continued)

Costal and Marine (Continued)

Fishing Piers for Bay County, FL; Panama City Beach, FL; Pensacola Beach, FL.

Designed 1500 foot concrete fishing piers to withstand Category 3 hurricanes. Decks are composed of floatable wood panels that come out of the structure during a storm to dissipate energy. Designed to be built from the top down to avoid cost and impact from a work bridge.

Building Design

May Belle Carter Retirement Center, Madison, TN

Provided structural design for concrete frame and flat slab of a 5 story retirement center that included a cafeteria, activity rooms, lobby, multiple elevators, emergency stairwells, and balconies.

Various metal building designs for commercial and industrial uses.

Crane runways, machinery pits, expandable bays, hangar doors, and overhead office spaces were some of the unique challenges addressed in the designs.

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Molly Mitchell, E.I.



Professional Overview

Ms. Mitchell is a recent graduate of the FAMU/FSU College of Engineering. Beginning as an intern in her senior year, Ms. Mitchell has been involved in a vast array of civil engineering projects with Inovia Consulting Group. Projects in which she has been a part of involve stormwater management, site development, utility design, and infrastructure improvements. Ms. Mitchell's duties include data collection, production activities, drafting, environmental permitting, and design.

Relevant Experience

Immigration, Customs, and Enforcement Facility, Tallahassee, FL

This project was for the site development of the Immigration, Customs, and Enforcement Facility located in Tallahassee, FL. In addition to standard site development standards, Inovia employed green building techniques such as xeriscape in the design. Ms. Mitchell's duties included production activities, environmental permitting, drafting, and landscape design. She was also instrumental in overseeing the LEED aspect of the design.

Carroll & Company Floodwall, Tallahassee, FL

The goal of this project is the construction of a floodwall to prevent the Carroll and Company office building, located within the floodplain, from flooding and building damages. Ms. Mitchell is involved with wall layout design, environmental permitting, site grading, and production of construction documents.

Apalachicola Fire Hydrant Testing, Apalachicola, FL

Inovia was responsible for the testing and analysis of fire hydrants in Apalachicola. Ms. Mitchell was involved in the analysis of test data as well as production of the final report and recommendations to the City.

Engineering Services for the City of Carrabelle, Carrabelle, FL

Permitting with FD&P and the Northwest Florida Water Management district, preparation of grant documents, utility coordination and documentation, and other various infrastructure designs for the City of Carrabelle are tasks in which Ms. Mitchell has been involved with for Inovia's continuing services contract with the City.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

1

AFFILIATIONS

American Society of Civil Engineers

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fax 850.298.4498

Andrew Collins



Professional Overview

Mr. Collins has nearly 20 years experience in the field of computer aided engineering and design, utilizing multiple platforms for plans production. Currently, Andy supervises Inovia's CAD Department, which utilizes AutoCad Civil 3D 2011 for private and municipal work, along with Microstation Version 8 for FDOT Projects. He has extensive experience in survey data collection, use of satellite imagery, DOQQ aerial photography and digital photography for creating project graphics and itegration of these media into intelligent production drawings.

Relevant Experience

Construction Plans and Presentation Graphics for multiple projects through Leon County Public Works, including Ben Blvd., Lawndale, Edinburgh Estates, Autumn Woods and Linene Woods 2/3 Project.

Immigration, Customs, and Enforcement Facility Site Plan, Tallahassee, FL

Metropolitan Corporate Center, Multiple Site Plans and Environmental Permit Documents, Tallahassee, FL

Kingsmill Subdivision Plat and Environmental Permit Documents, Tallahassee, FL

Village at Almand Creek Multifamily Apartment Complex Site Plan, Conyers, GA

City of Carrabelle Downtown Streetscape Improvement Project, Carrabelle, FL

City of Carrabelle General Engineering Consultant, various projects, Carabelle, FL

Scipio Creek Boat Basin Improvements, Site Plan and Marina Construction Plans, Apalachicola, Florida

Multiple Sidewalk Improvement Project Construction Plans thru FDOT Design/Build and County LAP Agreement Contracts

Multiple Subdivisoin Plats for recording purposes and Civil project drawings throughout Leon and surrounding Counties

EDUCATION

Certified Drafting
Pre-Engineering
Bainbridge College

YEARS OF EXPERIENCE

19

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This certifies that
**ENVIRONMENTAL AND GEOTECHNICAL
SPECIALTIES, INCORPORATED**
is recognized as a
Minority/Women-Owned Business Enterprise
under the
**City of Tallahassee and Leon County
Consortium Interlocal Agreement**

For a period of one (1) year beginning:
May 18, 2010 to May 31, 2011



MBE Administrator



Certification Specialist

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Myron L. Hayden, Ph.D., P.E.
Senior Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Tri-State University, 1974
Master of Science, Civil Engineering, Oklahoma State University, 1975
Doctor of Philosophy, Civil Engineering, Oklahoma State University, 1978
Professional Engineer in Florida
General Contractor in Florida

Special Qualifications

- Over 30 years of Geotechnical design and investigation experience, including roadway studies, bridge designs and groundwater control
- Highly-skilled consensus builder on controversial projects
- Familiarity of FDOT Geotechnical Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 19

Years Experience with Other Firms: 16

Relevant Experience

Leon County, Department of Public Works, General Service Contract, Leon County, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features

Capital Cascade Sinkhole, BluePrint 2000 and Beyond – Conducted an emergency geotechnical investigation and design for a sinkhole which formed during construction of a stormwater management facility. The site was a listed EPA Superfund location because of known buried coal tars; therefore, the sinkhole posed both an environmental and constructability problem. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions to verify the "throat" of the sinkhole. A remedial solution was then design and approved by EPA. This project has been awarded the local APWA Emergency Project of the Year and has been nominated for the State Award for 2011.

Lake Munson Sediment Evaluation, Leon County, Department of Public Works - Conducted the geotechnical investigation to evaluate the depth of sediment within Lake Munson as part of a Munson Slough Drainage Improvements Project. The investigation was conducted to map the natural lake bottom, and to determine the type of soils to be dredged and disposed of. In addition, the constituents within the sediments were analyzed to determine if they could be disposed of in a permitted Construction and Debris Landfill, or if they would require special handling due to contamination.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Thomas H. Hayden, P.E.
Project Geotechnical Engineer

Professional Credentials:

Bachelor of Science, Civil Engineering, University of South Florida, 2003
Professional Engineer in Florida

Professional Organizations:

- American Society of Civil Engineers – 2008 President Tallahassee Chapter –2009 Tallahassee Branch Young Engineer of the Year – 2010 Eastern Regional Young Engineer of the Year – 2011 Florida Section District IV Vice President
- Florida Engineering Society – 2008-2009 K-12 Education Committee - 2006-2008 Math Counts Committee – 2009 Florida Engineering Leadership Institute Graduate
- Geotechnical Materials Engineers Council

Special Qualifications:

- Over 10 years of Geotechnical design and investigation experience, including roadway studies, stormwater design, pavement design, and materials engineering
- Familiarity of Leon County Design Standards
- CTQP/ACI Certifications: *Aggregate Field and Laboratory Testing Technician, LBR Technician, Concrete Field Technician – Levels I and II, Concrete Laboratory Technician – Level 1, Quality Control Manager, Concrete Transportation Construction Inspection, Advanced Maintenance of Traffic Inspector – Earthworks Level 1 and Level 2*

Years Experience with EGS: 8

Years Experience with Other Firms: 3

Relevant Experience:

Tekesta Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design to remediate the pavement distress observed at the intersection of Bannerman Road and Tekesta Drive. The design included phased construction by the County crews, occurring over a low traffic period, because of the high volume of traffic at the intersection. The project was completed within the planned timeframe and traffic was maintained with only minor inconvenience to the public. The project was selected as an APWA Project of the Year by the local Big Bend Chapter.

Lauder Stormwater Pond Slope Failure and Remediation, Leon County, Department of Public Works, Tallahassee, FL – Developed and performed a subsurface investigation to determine the cause of the slope failure and develop an appropriate and cost-effective remediation plan. In addition, recommendations were provided to modify the existing slope and surrounding conditions to reduce its potential for reoccurrence.

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**Derwood Sheppard, P.E.
Project Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Florida State University, 2004
Professional Engineer - Florida

Special Qualifications

- Geotechnical design and investigation experience, including roadway studies, bridge designs and stormwater management
- Familiarity of Leon County Design Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 8

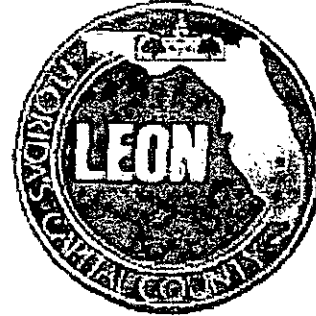
Relevant Experience

Districtwide Miscellaneous Geotechnical Consultant to the Florida Department of Transportation, District 3, Chipley, FL – Assisted with the design of various transportation related projects for the Florida Department of Transportation under a General Service Contract. The tasks have included the Geotechnical analysis for roadway design, culvert extensions, bridge foundations, bridge repair, mast arm installation, slope evaluations, base failures, lane additions and stormwater pond designs.

Leon County, Department of Public Works, General Service Contract, Tallahassee, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design of culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations, stormwater ponds and sinkhole repairs.

Cloudland Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design for a slope failure located within a residential parcel which occurred during a 7-inch rain event. While the "standard solution" would have been the design of a retaining wall, a non-conventional remediation was recommended to prevent the potential "fall" hazard to the occupants of the property. The design included the installation of a system of underdrains within the slope to relieve the hydrostatic pressures, then backfilled. A geotextile fabric was "nailed" to the face of the slope using stainless steel nails averaging 6-feet in length. Topsoil was then placed over the slope, covered with an erosion mat, then sodded. The project was awarded the APWA Emergency Project of the Year at the State Conference in 2010.

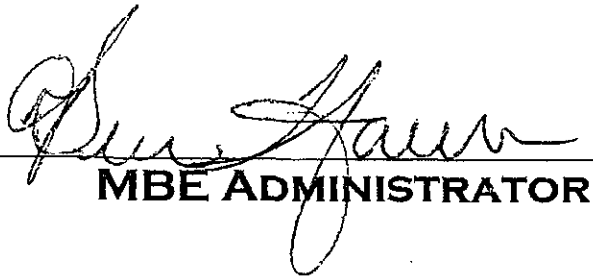
Lauder Stormwater Pond, Leon County, Department of Public Works – Assisted with the geotechnical investigation to evaluate the potential of a sinkhole formation as well as to provide a remedial slope design. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions at the location of a formed depression.



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Consortium Interlocal Agreement

For a period of one (1) year beginning:
JULY 13, 2010 TO JULY 31, 2011



MBE ADMINISTRATOR



CERTIFICATION SPECIALIST



HSA Consulting Group

JOHN E. MATTHEWS, PLS, PSM
PROFESSIONAL SURVEYOR AND MAPPER

Summary of Qualifications

Mr. Matthews has over thirty years experience as a supervisor in surveying and data collection of all types of planimetric and topographic data using both conventional and photogrammetric methods, Bathymetric surveys and contour maps relating to drainage and stormwater structures. He has over 15 years experience in the fields of CADD, GIS, and GPS. He has an extensive background in researching and analyzing available data in the transportation planning, surveying, civil engineering and other associated disciplines in both the public and private sectors. Mr. Matthews has done work in most of the 67 Florida counties. His experience includes working as a contract/project manager for the Department of Environmental Protection (DEP). Mr. Matthews also has extensive experience as a Professional Land Surveyor with the Florida Department of Transportation (FDOT)'s Central Office working with surveying, GPS, GIS, & CADD. In the recent past, Mr. Matthews served as a consultant to the FDOT Office of Information Systems working on the Enterprise Wide Electronic Data Management System and GIS Information Portal applications. Mr. Matthews produced the 1999 Traffic Count Sites color and black and white maps in ArcView for FDOT District 7. After joining HSA Consulting Group in early 2001, Mr. Matthews has been extensively involved in utilizing GIS for GPS Ground Control, Surveying, Photogrammetric Mapping, inventory of aerial topographic surveys, and RCI data on over 2000 linear miles. Prior experience with state agencies is summarized below:

FDOT Central Surveying & Mapping Office

- Developed and delivered GIS presentations to FDOT Central Office and District personnel on using GIS in various applications and disciplines throughout the transportation profession
- Produced FM GIS application of Lafayette Building showing all physical property and linked computer databases for hardware, software and maintenance schedule in ArcView
- Member of the GIS Cartographic Standards Technical Working Group

Central Office of Information Systems – Consultant to GIS/EDMS Coordinator

Duties included but were not limited to:

- Trained District personnel in use of Electronic Document Management System application
- Prepared GIS front end view for Intranet "Enterprise Information Portal"
- Researched and advised on conversion of CADD files and historic documents

As Vice President of Surveying and Mapping for HSA, he has served as Surveyor in Charge on the following:

Aerial Topographic Surveys for 3R Design Projects throughout Northwest Florida

Mr. Matthews served as Surveyor and Mapper in Charge of several photogrammetric mapping projects for collecting 2D and 3d topographic survey data including SR12 in Leon and Gadsden Counties, SR61, SR 285, SR85, and so on. The data was used to produce survey layers required for final design of roadway resurfacing/rehabilitation projects. The ground control survey data was developed by establishing GPS control for ground targets. The projects were flown at 1800 feet AGL, using a Zeiss/Intergraph Digital Mapping Camera. HSA developed a customized desktop software application, SurveyCreator, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats.

Statewide General Highway Geo-Spatial Mapping Project

Mr. Matthews recently completed serving as Project Manager for the FDOT Surveying and Mapping Office on a three-year contract to reformat 26 of the General Highway Maps of Florida's 67 counties to conform to Florida's new CADD/GIS standards for published maps. Working directly with the FDOT Surveying and Mapping Office Geographic Mapping Section, HSA transitioned from MicroStation J to MicroStation V8 and helped develop a working template to speed up the production of the reformatting process.

JOHN E. MATTHEWS. PLS, PSM

Aerial Topographic Survey for SR 817 in FDOT District 4 - Ft Lauderdale, FL

Mr. Matthews served as project surveyor for the aerial topographic survey of SR 817/University Drive from C-13 Canal S. of Oakland Park Blvd. (MP 13.408) to C-14 Canal N. of Southgate Blvd. (MP 18.006) in Broward County. The project is a major urban arterial with an overall length of 4.6 miles. and traverses within the cities of Lauderdale, Sunrise and Tamarac. The limits of this project are from C-13 Canal S. of Oakland Park Boulevard (MP 13.408) to C-14 Canal North of Southgate Boulevard (MP 18.006).

County Boundary Crossing Surveys

Mr. Matthews served as Project Manager and Surveyor in Charge of GPS and conventional *surveying* and research for specific purpose surveys to identify County Line crossing points along all 2400 miles of state roadway network throughout the 16-County area of FDOT District Three. Photo-identifiable targets were placed at each location point to establish section begin points within aerial photography for a three-dimensional mapping product.

Tampa, Florida Airport Photogrammetric Project

Mr. Matthews was the Surveyor in Charge of the pilot effort that is the subject of a sole source contract and is being considered by the FAA for establishment as the technical standard for airport obstruction clearance analysis. Mr. Matthews collected ground control survey data on airport property to generated highly accurate stereo pairs (R3D data), and a block-adjusted aero-triangulation solution for use by the prime consultant in generating 3D planimetrics for airport obstruction clearance analysis.

Multiple Digital Photogrammetric Mapping Contracts – 2000 - 2007

- Since early 2001, Mr. Mathews has provided oversight of the GIS/photogrammetric mapping efforts of HSA staff on over 2200 miles of state roadways in FDOT District Three, including US98, I-10, SR79, SR81, SR83, SR85, SR87, US231, US331, and so on. He was responsible for setting ground control by establishing GPS coordinates on photo-identifiable targets placed along the corridors for all roadways. He was responsible for overseeing and coordination of the aerial surveys and digital softcopy techniques that were employed in these efforts, along with controlling the imagery using aerotriangulation. Surveying and mapping scope requirements for these aerial mapping projects were established in conjunction with and coordinated with the District Three Surveying and Mapping office.

Pilot Study - Aerial Survey for 3R Design Projects on SR85 and SR393

Mr. Matthews served as Project Manager on a pilot photogrammetric mapping project on SR 85 and SR393 in Okaloosa County, FL (14.91 & 2.81 mile projects) under the direction of FDOT District Three Surveying to produce survey data required for final design of two resurfacing/rehabilitation projects in Okaloosa County. The ground control survey data was developed by establishing GPS control for ground targets. Digital softcopy technology was used including development of digital terrain models for portions of the project area for the 1200- foot AGL flights, scanned at 14 microns. HSA developed a customized desktop software application, SurveyAssist, to extract topographic survey data using electronic field book (EFB) naming conventions and CAICE and ASCII file output formats. Accuracies of 1/10 of a foot were independently verified.

Recent relative project experience - 3R Design Project on SR95/US29 in Escambia County

Mr. Matthews served as Project Manager on a 1 mile urban portion of SR 95/US29 in Escambia County, FL under the direction of FDOT District Three Surveying to produce survey data required for final design of a resurfacing/rehabilitation projects in Okaloosa County. Stereo Imagery data extraction was utilized for planimetric data and conventional surveying techniques were used for DTM's, Drainage, Alignment and Referencing for the project limits.

Professional Credentials

Licensed as a Professional Land Surveyor since 1988

Member of the Florida Society of Professional Surveyors and Mappers

Qualified Instructor for the Florida Surveying and Mapping Society



HSA Consulting Group

Gary W. Freeman, PSM Survey Manager

Professional Profile

Professional Registration:

Professional Surveyor and Mapper
Florida Registration No. 5972, 1999

Professional Affiliations:

Florida Surveying and Mapping Society
Florida GPS Users Group
Bay County Association of Realtors
Holmes County Association of Realtors

Experience

Gary W Freeman, P.S.M. has 30 years of surveying and mapping experience. He has been involved in a wide range of surveying projects for the private and public sectors that have helped him develop an outstanding foundation in the surveying and mapping profession. Mr. Freeman grew up surveying in Central Florida and later moved to the NW Panhandle of Florida where he resides now.

Mr. Freeman's experience recently has been with FDOT District 3 when he worked for DRMP, Inc. and in the private sector when working for Culby Group Surveying. Mr. Freeman has performed FDOT Design and Right of Way Surveying projects along with Aerial Control, Alignments, S.U.E. and Maintenance Map surveys.

Mr. Freeman has also worked in Districts 1, 2, 5, 7, and 8 in the past.

Education

Florida Minimum Technical Standards
Florida Laws
Data Collectors
AutoCAD
Survey Business Management
Positional Tolerance and Least Squares Adjustments
GPS Training with Topcon
Mean High Water
FEMA Elevation Certificate
Caice Processing and Software use
Jurisdictional Surveys
GPS Control Surveys

Sample Project Experience:

- Design Survey, 3R Survey and Maintenance Map FDOT
- SR10, Leon County
- SR10, Escambia County
- SR79 from SR10 (US 90) to Alabama State Line, Holmes Co.
SR79 from Town of Ebro to Holmes County Line, Washington County.
- SR 291, Escambia County
- SR390, Bay County
- I10-I110, Escambia County
- SR8 I-10 Projects, Multiple Counties
- US29, Escambia County
- Boundary and Topographic Surveying
- Boundary and Topographic Survey of the Boardwalk on Panama City Beach for Royal American
- Topographic Survey at Panama City Airport for Avcon.
- 1400 Acre Boundary, Topographic and Wetland Survey for St Joe Company on Back Beach Road, SR30A .
- Boundary and Topographic Survey for Trammell Crow on Back Beach Road.

Sample Department of Defense Project Experience

- Tyndall Air Force Base, Military Base Family Housing Privatization Surveys, Bay County.
- Eglin Air Force Base, Military Base Family Housing Privatization Surveys, Okaloosa County.

Sample FDEP Project Experience

- Florida Greenways and Trails Development and Improvement Projects

Specialized Training

- CAiCE Training
- GPS Training
- MOT Certified
- AutoCAD
- Fema Elevation Certificates

Kevin Pope

Director of Scientific Services/Project Manager

Kevin Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. Mr. Pope has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation and to guide private sector clients toward smooth and efficient interactions with government agencies on all levels.

Mr. Pope highly respected in both government and private sectors for his comprehensive knowledge of environmental issues and ability to provide environmental services in a timely and efficient manner. He and his Pope Environmental staff conducted National Pollutant Discharge Elimination System (NPDES) inspections for the Florida Department of Environmental Protection and assisted the Department with providing guidance to local communities regarding water quality protection planning. They also assisted the Suwannee River Water Management District (SRWMD) and Northwest Florida Water Management District (NFWMD) with Environmental Resource Permit (ERP) review and site inspections. Pope Environmental is the only environmental firm chosen to support Leon County, Florida's \$800 million infrastructure and environmental resource improvement project, Blueprint 2000 and Beyond.

Kevin Pope personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education, permitting and conservation services for private, corporate and government clients.

Education

Master of Science, University of Florida, Environmental Engineering Sciences, with a special emphasis on Systems Ecology.

Bachelor of Science, University of South Carolina, Double Majors in Biology and Marine Sciences.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Principal - Pope Environmental, Inc - Directs technical and scientific services for an environmental consulting firm based in Tallahassee, Florida. Services include environmental resource identification, delineation, assessment, monitoring and mapping, regulatory agency assistance, environmental permitting, planning, and project design, mitigation assessment, planning, permitting, and monitoring, public and targeted audience education, and conservation easement support and development.

Conservation Coordinator-The Red Hills Conservation Program of Tall Timbers Research Station - Coordinated land conservation efforts of the most active 501(c)(3) qualified conservation land trust in the Southeast. Performed and supervised baseline documentation surveys for over 20,000 acres of working forest landscape, in support of land owners' donation of conservation easements. The surveys included delineation and quality assessment of wetlands, wildlife habitat, rare and endangered species, commercial and natural forests, agricultural operations, as well as cultural, historical, and archeological resources. Documented features using photography and state-of-the-art

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

GPS/GIS mapping. Negotiated conservation easement provisions with land owners. Organized and presented public education workshops on conservation easements and land stewardship, including obtaining grant funding for the events.

Water Resources Manager - Berryman and Henigar, Inc - Supervised Water Resources Division in Tallahassee office of a national environmental and engineering consulting firm. Services included technical support to local and state government on National Pollutant Discharge Elimination System (NPDES) and Total Maximum Daily Load (TMDL) programs, Lake Okeechobee Watershed Assessment Project, and technical oversight of Lake Okeechobee Phosphorus Reduction Grant Program for South Florida Water Management District.

Environmental Director - Leon County, Florida - Directed the Environmental Division of the rapidly growing capitol county of the nation's fourth largest state. With 25+ employees and an annual budget over \$1 million, the department reviewed and approved all development and public works projects, performed compliance inspections, and took enforcement action against unpermitted and non-compliant activities. Other actions in this position included:

-Acquired and administered \$600,000 in USEPA grants for watershed pollution reduction studies in the Lake Lafayette and Woodville Recharge basins.

-Administered the \$250,000 Bradfordville Storm Water Study, which developed the county's first science-based, site-specific storm water control regulations.

-Initiated and conducted extensive interstate negotiations between Florida and Georgia regarding Ochlochonee River water quality.

-Developed and administered the county's first ambient water quality monitoring program.

-Assisted with the development of FDEP's Sediment and Erosion Control Inspector training curriculum.

-Provided technical and scientific advice to the Board of County Commissioners on a wide range of environmental topics.

-Conducted extensive interagency coordination and interaction with media and elected officials.

-Conducted extensive public outreach on water quality protection and other environmental issues.

Environmental Supervisor - Florida Department of Environmental Protection – Directly conducted comprehensive reviews of Wetland Resource Permit (WRP) and Environmental Resource Permit (ERP) applications in North Florida, including completeness review, soliciting comments from other state and federal agencies, performing site inspections, assessing impacts and mitigation proposals, preparing recommendations for redesign of projects to minimize or avoid impacts, drafting permits and permit conditions, drafting permit denials, supporting permit issuance or denial in administrative hearings. Supervised 3 to 6 Environmental Specialists performing similar reviews throughout all of Florida. Supervised liaison with Florida Department of Transportation for highway projects. Provided expert testimony on wetlands and water quality. Drafted ERP processing policies and procedures as a part of initial ERP implementation.

Pope Environmental, Inc

Recent Projects

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, review of environmental permit applications prior to submittal, coordination with FDEP, NFWMD, and USACE regulatory staff to assure compliance with all applicable environmental regulations, public education, and other environmental technical support.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Wastewater Disposal Expert Testimony - Hillsborough County - Provided expert testimony before the Hillsborough County BOCC regarding wastewater disposal options in a karst region with existing groundwater contamination. A 6-1 vote in favor of the recommended option was secured.

ERP Processing Assistance – Suwannee River Water Management District – Open contract to provide comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Assisted in review of Magnolia Bay marina proposal with procedural recommendations and wetland delineation review.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Provided annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

Aucilla Land and Timber – Rocky Creek – Madison County, Florida – Provided comprehensive environmental services for the 2,800 acre phased residential community development near the Aucilla River, including all natural features identification, assessment and mapping, extensive design recommendations for impact reduction, environmental permitting with the SRWMD, and mitigation plan development and implementation.

Trudie Bell

Senior Scientist/Project Manager

Trudie Bell is a highly experienced scientist with over of 25 years as a technical professional in the environmental resource protection field. Her expertise includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. She has worked on regulatory issues from all perspectives, as a long-time regulator with Florida's Department of Environmental Protection and for the past decade as a consultant to industry, government, and private land owners. She has been involved in the design of a variety of mitigation projects including wetland restoration through vegetation alteration and hydrologic enhancement, wetland creation and land preservation. She has conducted wetland reclamation and mitigation monitoring, trend analysis, and success determination of both hydrologic and vegetation components.

Ms. Bell applies her vast land use and regulatory experience to bring her clients, in both the private and public sectors, a comprehensive knowledge of the environmental regulatory process and keen insights to navigating that process in an efficient and effective manner. Her excellent communication and coordination skills allow her to assist public agencies with their most sensitive and complex programs, including establishing new environmental regulatory or educational programs and refining existing processes to improve public service and conservation effectiveness.

Education

Bachelor of Science, Montana State University, Zoology. Received a Montana University System Honor Scholarship and a Montana State University Scholarship.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Environmental Consultant - Provides a wide variety of environmental consulting services throughout Florida and the Gulf Coast region. Services include performing NPDES stormwater inspections for construction and industrial projects, setting Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) wetland jurisdictional lines, conducting mitigation site assessments with WRAP and UMAM methodologies, preparing mitigation plans, conducting mitigation site monitoring, performing Phase I Environmental Site Assessments, assessing and identifying natural habitat and preparing natural feature inventories and maps for private clients and state agencies, preparing Joint Wetland Resource Permitting and Environmental Resource Permitting applications, interfacing with regulatory agencies regarding permitting applications, advising clients regarding potential uses of land parcels, and applying for various DEP State Lands instruments, including disclaimers, use agreements, easements and consents of use. Additional responsibilities include plant identification, production of plant and animal species lists, Threatened and Endangered Species surveys, data entry and manipulation, report preparation, photography, land use area mapping, and water quality sampling.

Environmental Specialist - Florida Department of Environmental Protection - Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and

Pope Environmental, Inc

Trudie Bell

Senior Scientist/Project Manager

local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Supervisor - Florida Department of Environmental Regulation - Supervised an environmental review section responsible for reviewing and approving Wetland Resource Permit applications throughout the state. Additional responsibilities included training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, Federal agencies, and other divisions of the Department of Environmental Regulation. Received a Team Performance Award for outstanding work as a supervisor.

Environmental Specialist - Florida Department of Environmental Regulation - Reviewed Wetland Resource Permit applications and made technical recommendations for issuance or denial to Department Secretary. Assisted applicants with project modifications to achieve compliance with applicable regulations. Coordinated with local, Federal and other state agencies; conducted field inspections of proposed project sites; and provided expert testimony at administrative hearings. Coordinated drafting of Mitigation Rule for offsetting wetland impacts and public workshops as part of the rule adoption process.

Pope Environmental, Inc

Recent Projects

NPDES Inspections - Florida Department of Environmental Protection - Statewide - Project Manager for on-going contract to perform inspections of industrial activities and construction sites regulated under National Pollutant Discharge Elimination System (NPDES) and support FDEP compliance and enforcement efforts.

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to a \$700 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Threatened and Endangered Species Survey and Mapping - Florida Gas Transmission Line - Alabama to South Florida - Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting - Florida Gas Transmission Line - Leon County, Florida - Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

NPDES Phase 2 Notice of Intent (NOI) and Annual Report (AR) Support - Florida Department of Environmental Protection - Statewide - Providing technical expertise and process improvement advice, as well as review and database management services regarding NOI's and AR's received by the Department.

Objective Based Vegetation Management - Florida Fish and Wildlife Conservation Commission - Conducted extensive vegetation monitoring, in accordance with the FWC scientific sampling methodology, in several north Florida Wildlife Management Areas, to provide objective data for developing habitat management plans.

Copeland Sink - Leon County, Florida - Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Class 5 Injection Well Assessment - Florida Department of Environmental Protection - Gadsden County, Florida - Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

San Pedro Bay Mitigation Bank Monitoring - Buckeye Florida - Taylor County, Florida - Assisted Birkitt Environmental with baseline monitoring of large mitigation bank established to offset wetland impacts.

David Layne
Senior Scientist/Project Manager

David Layne is a highly experienced scientist and naturalist with over 30 years as a technical professional in the environmental resource protection field. His extensive knowledge of Florida's natural ecosystems, based upon decades of field investigations throughout the state, allows him to accurately identify, delineate, and assess the quality of natural and disturbed ecosystems, determine the potential effects of proposed development or conservation activities, and prepare practical and effective conservation management plans. His expertise also includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. He has addressed regulatory issues from various perspectives, as a long-time project manager with Florida's Department of Transportation, an environmental regulator and wetland delineator with the Department of Environmental Protection and as a Conservation Biologist for a non-profit land trust, the Red Hills Conservation Program at Tall Timbers Research Station. Mr. Layne uses his encyclopedic knowledge of Florida's ecology to provide his clients with comprehensive evaluations of natural and cultural features and practical recommendations for land management to achieve resource utilization and conservation goals.

Education

Bachelor of Science in Biology - Lynchburg College

Master of Science in Ecology - University of Tennessee

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Senior Scientist/Project Manager – Pope Environmental, Inc., Tallahassee, Florida – Conducts and supervises comprehensive natural resource assessments including habitat quality determinations, plant and animal species identification, management planning, mitigation planning, and wetland delineation, as well as assessment of potential impacts and recommendations for impact minimization. Compiles comprehensive data sets required for regulatory compliance and prepares applications for local, state, and federal environmental permits. Responsibilities also include extensive monitoring of natural communities on conservation easements and habitat enhancement projects.

Land Conservation Specialist - Tall Timbers Research Station, Red Hills Conservation Program, Tallahassee, Florida - Conducted baseline inventories of natural, cultural, historic and scenic resources and wrote biological survey reports, baseline documentation reports, easement documentation reports, and conservation management plans for conservation easement properties on plantations in the Red Hills and adjacent areas of Florida and Georgia. Responsibilities included plant and wildlife identification, wetland delineation, habitat assessment, management planning, Threatened and Endangered Species surveys, data entry and manipulation, photographic documentation, GIS mapping of properties for easement properties using GPS technology and ArcGIS 8 and 9, and compliance monitoring of previous easements.

Environmental Consultant - Florida Department of Environmental Protection, Siting Coordination Office, Tallahassee, Florida - FDEP contact for Florida High Speed Rail projects. Developed project tracking system for the Siting Coordination Office. Updated the power plant siting rule and

Pope Environmental, Inc

David Layne

Senior Scientist/Project Manager

application form. Developed standard formats and processes for Conditions of Certification and Modifications. Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Specialist - Florida Department of Environmental Protection, Bureau of State Lands and Environmental Regulation, Wetland Evaluation and Delineation Section, Tallahassee, Florida - Worked as a botanist and wetland ecologist to delineate and assess State of Florida regulated wetlands, using Henderson (1984) and unified (1994) methodologies, identification of plant species, and interpretation of aerial photography. Assisted Water Management Districts and FDEP Districts with location of wetland boundaries on complex sites, assisted in enforcement of wetland protection regulations, provided expert testimony at administrative hearings, assessed wetland quality, extent, and habitat for other sections within FDEP and other state and local agencies. Performed delineation training for personnel from other state and local regulatory agencies. Reviewed proposed legislation which would affect the wetland delineation process. Assisted in rule development. Assisted in the preparation of the Florida Wetlands Delineation Manual and the Florida Wetland Plant Identification Manual. Wrote the WED Section procedures for the Division procedures manual.

Environmental Supervisor - Florida Department of Environmental Regulation, Bureau of Permitting, Standard Dredge and Fill Permitting Section, Tallahassee, Florida - Supervised an environmental review section consisting of three Environmental Specialist II project managers and also served as project manager for environmental permit applications. Additional responsibilities included the training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, federal agencies, local interests and other divisions of the Department of Environmental Regulation. Assisted applicants with impact reduction and mitigation. Conducted site inspections and assessed proposed impacts and mitigation. Provided expert testimony in administrative hearings and civil court proceedings and reviewed proposed legislation.

Environmental Specialist - Florida Department of Transportation, Bureau of Environment, Tallahassee, Florida - Project manager for FDOT environmental permit applications to federal, state, and local environmental agencies. Additional duties included preparing and following up petitions for rulemaking and variances from rules with these agencies; compliance inspections of FDOT projects in progress; preparing, managing, advertising, and issuing certification/acceptance permits; other coordination with environmental agencies as required.

Environmental Specialist - Florida Department of Environmental Regulation, Northwest District Branch Office, Tallahassee, Florida - Dredge and fill field inspector for a 12 county area of Northwest Florida. Duties included site visits to dredge and fill permit application locations, evaluation of the site and potential effects of the project on the local and general environment, providing design and coordination assistance to applicants and FDER staff, testimony in administrative hearings and civil court proceedings, enforcement measures against persons in violation of Florida Statutes and Florida Administrative Code Rules.

Pope Environmental, Inc

Recent Projects

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Under ongoing contract, conducts annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

ERP Processing Assistance – Suwannee River Water Management District – Provided comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Recently conducted wetland delineation review of proposed Magnolia Bay marina project.

Blueprint 2000 and Beyond - Leon County, Florida – Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Chipola River Ranch – Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 1,000 acre residential development.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Legacy of Chipola– Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 600 acre residential development.

Lake Underhill Road Property – Orange County, Florida – Baseline assessment, wetland delineation, GPS mapping, and evaluation of wetland alterations due to increased runoff from an expanded roadway, on a development-surrounded natural parcel.

Section B - Experience With Projects Of Similar Types and Size

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our teams experience is demonstrated by the project abstracts presented in the following pages of this section. Ten projects for this work category are presented in accordance with the RFP requirements.

We understand that the success of a project depends upon the quality of decisions made at the beginning of the project. One of the first steps our team will take on each assignment will be to assemble a design criteria package for each project. The design criteria will identify the design standards, codes and other regulatory direction are utilized by the team for the specific project.

Our team utilizes resources and specialty software to perform the design task for projects under this work category. The following table represents a summary of the resources and specialty software we have used in relation to the example projects presented herein and which we will use in the performance of duties for projects under this work category. Also included in the table are the Inovia staff proficient in the use of the software and the associated years of experience.

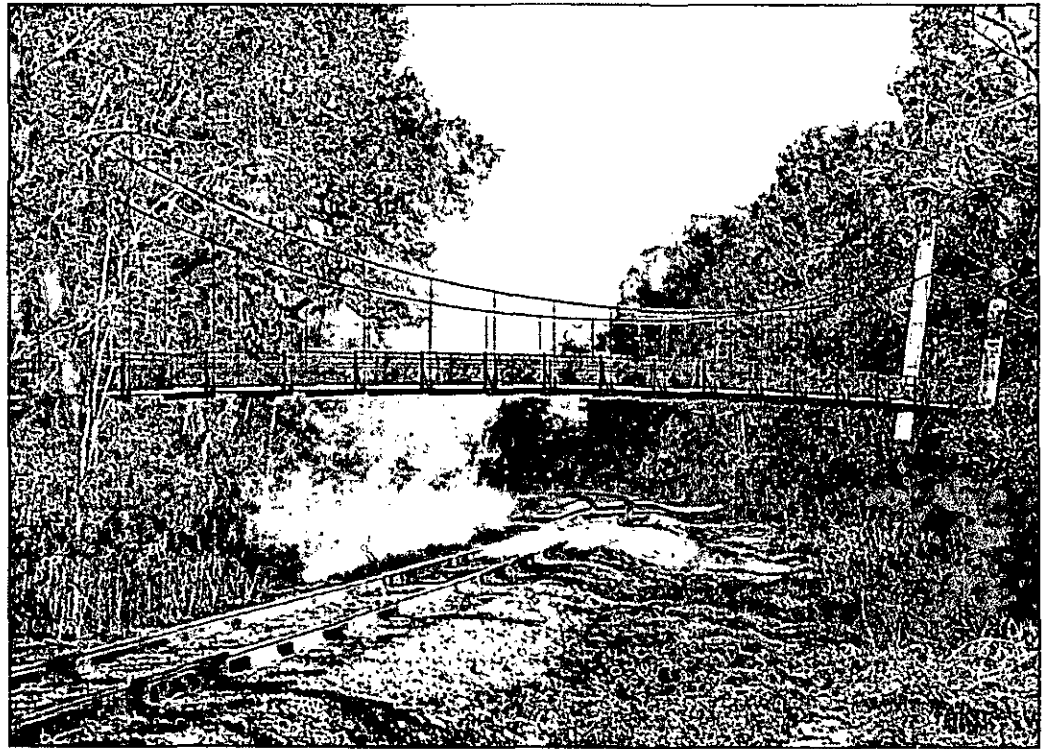
Resources and Specialty Software

Analysis/Modeling Tool	Purpose and Use	Technical Staff Utilized	Qualifications and Experience
Autodesk AutoCAD	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell Andy Collins Paul Webb	Over 60 years of combined experience
Streamline Technologies Advanced ICPR3	Stormwater modeling, facility design, small network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Extensively used for hydrologic and hydraulic modeling, regulatory permitting
EPA SWMM 5.0	EPA Stormwater Management Model (SWMM) for off-site modeling and large network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis and concurrency modeling
XPSWMM	Dynamic modeling of stormwater, sanitary, and river systems that simulates natural runoff processes in engineered and natural systems	Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis, concurrency modeling, and analysis of large drainage systems
USACOE HEC-RAS	Water surface profile model for flood analysis	James F. Waddell Rick A. Jenkins Scott Lord	Over 15 years of experience, some training
BOSS International HEC-2	Water surface profile menu for flood analysis	James F. Waddell	Over 15 years of experience
Hydraflow by inteliSOLVE	Stormwater conveyance analysis	James F. Waddell Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell	Over 35 years of combined experience
MODRET, V6.1	Groundwater mounding and stormwater routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Over 25 years of combined experience
Bentley Microstation/GEOPAK	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Andy Collins	Over 7 years of combined experience

LAFAYETTE HERITAGE TRAIL PEDESTRIAN BRIDGE



Structural Design



LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee Parks & Recreation

CONTACT

Susan Tanski
850.891.3191

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Planning, Engineering Design
and Environmental
Permitting

Inovia is responsible for planning, engineering design, and construction documents for a pedestrian bridge in Tallahassee, Florida. The City of Tallahassee Parks and Recreation Department is proposing this pedestrian bridge to connect the Lafayette Heritage Trail over the CSX Railroad which extends through the eastern area of Tallahassee. This bridge is important to the community to develop a safe crossing above the railroad and to provide a signature bridge for the community. Inovia is the prime consultant on this project with Garcia Bridge Engineers as the structural sub consultant.

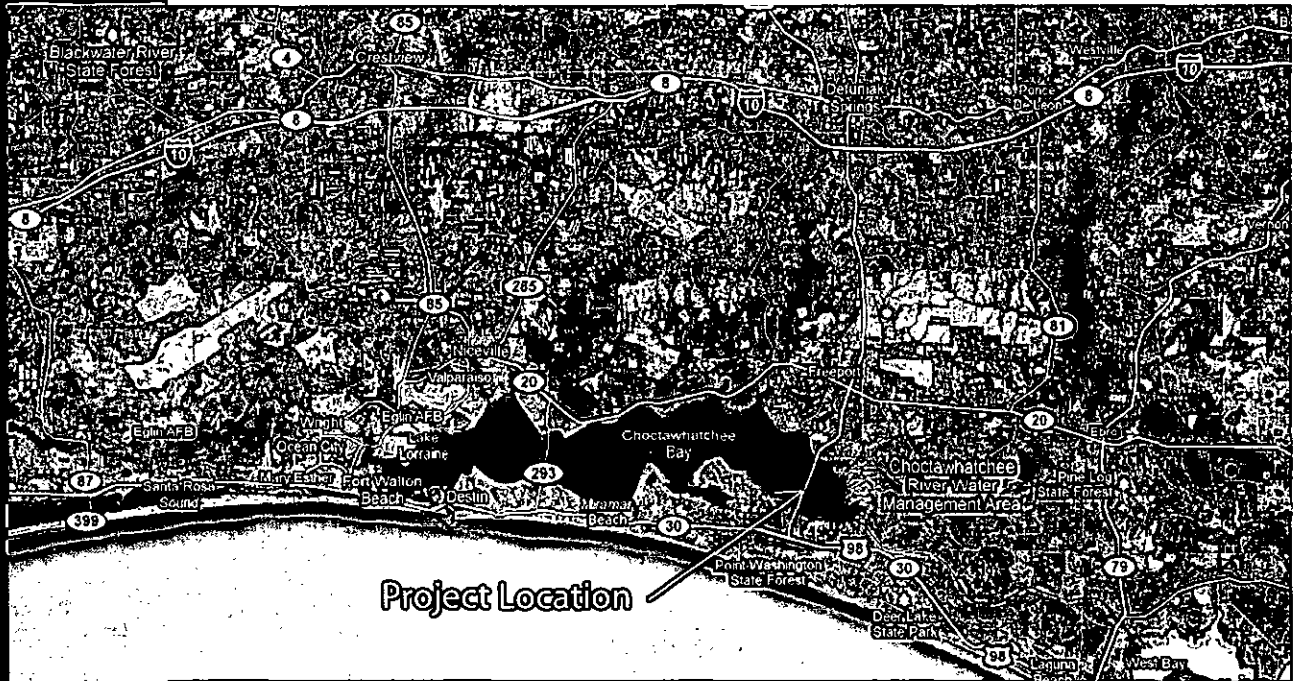


i n n o v a t i o n v i a d e s i g n

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

WATER MAIN CROSSING CHOCTAWHATCHEE BAY

Structural Design



LOCATION

Walton County, Florida

OWNER

Florida Department of
Transportation

CONTACT

Timothy Smith
850.415.9513

DATE COMPLETED

2010

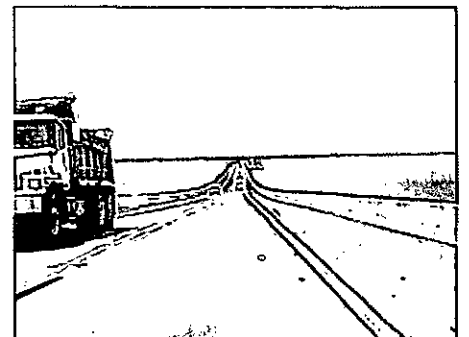
INDIVIDUAL EXPERIENCE

Stephen Nichols, P.E.

RESPONSIBILITIES

Structural Design

This project is an example of individual experience by the Inovia's structural engineer, Steve Nichols. The project included the structural design for water main support attachments of a 24" water main crossing Choctawhatchee Bay on US 331 bridge. Design included pipe hangers within the bridge superstructure and special pipe support structures at each end of the bridge to transition the pipeline from an aerial position to an underground position.

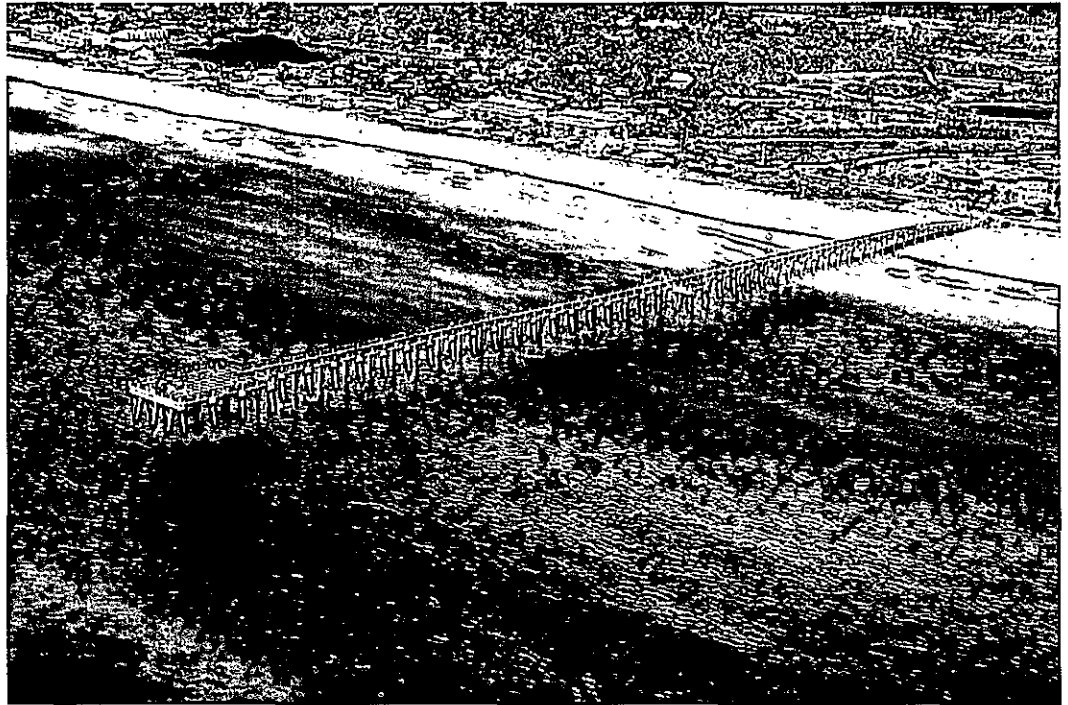


i n n o v a t i o n v i a d e s i g n

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FISHING PIER FOR PANAMA CITY BEACH, FL

Structural Design



LOCATION

Panama City Beach, Florida

OWNER

City of Panama City Beach

CONTACT

Al Shortt, P.E.
City Engineer
850.233.5100

DATE COMPLETED

2010

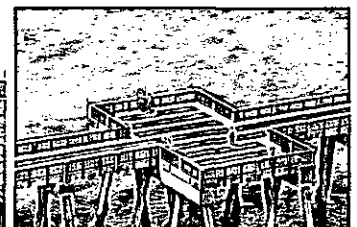
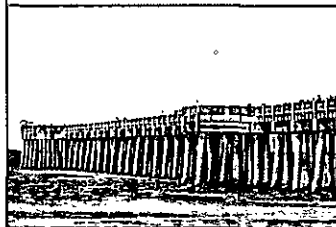
INDIVIDUAL EXPERIENCE

Stephen Nichols, P.E.

RESPONSIBILITIES

Structural Design

This project is an example of individual experience by the Inovia's structural engineer, Steve Nichols, P.E.. Steve provided structural design and construction oversight for a 1500 foot concrete fishing pier. The pier is designed to withstand Category 3 hurricanes. Decks are composed of floatable wood panels that come out of the structure during a storm to dissipate energy. The pier was designed to be built from the top down to avoid cost and environmental impacts from a work bridge.

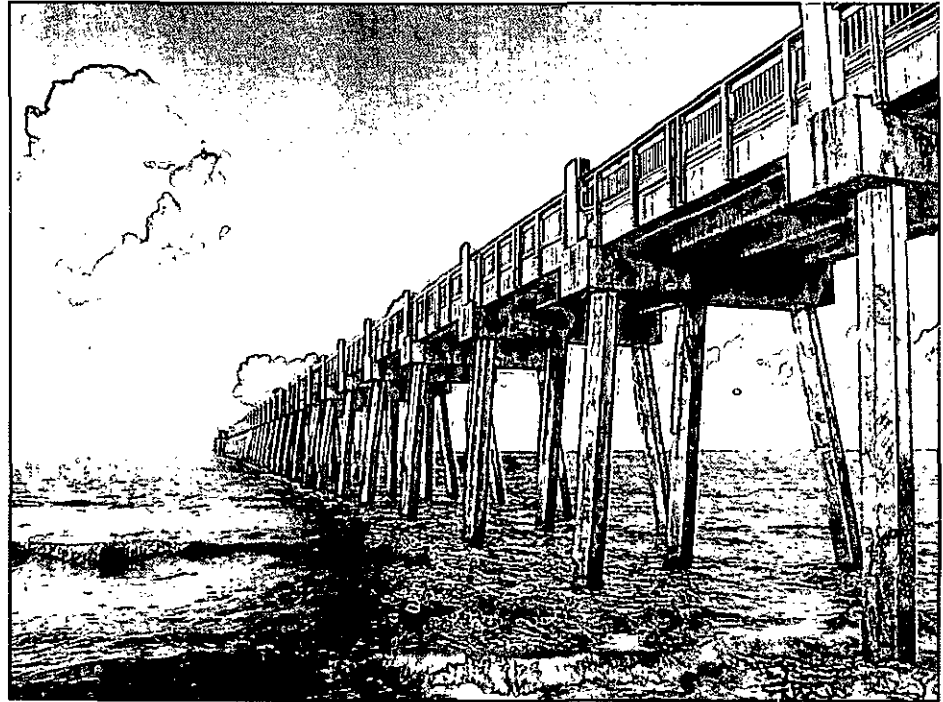


innovation via design

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FISHING PIER FOR BAY COUNTY, FL

Structural Design



LOCATION

Bay County, Florida

OWNER

Bay County, Florida

CONTACT

Ken Schnell
850.248.8301

DATE COMPLETED

2010

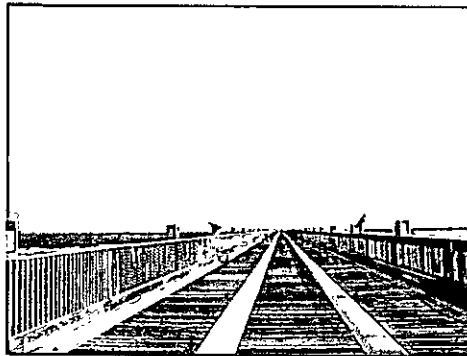
INDIVIDUAL EXPERIENCE

Stephen Nichols, P.E.

RESPONSIBILITIES

Structural Design

This project is an example of individual experience by the Inovia's structural engineer, Steve Nichols, P.E.. Steve provided structural design and construction oversight for a 1500 foot concrete fishing pier on Pensicola Beach. The pier is designed to withstand Category 3 hurricanes. Decks are composed of floatable wood panels that come out of the structure during a storm to dissipate energy. The pier was designed to be built from the top down to avoid cost and environmental impacts from a work bridge.

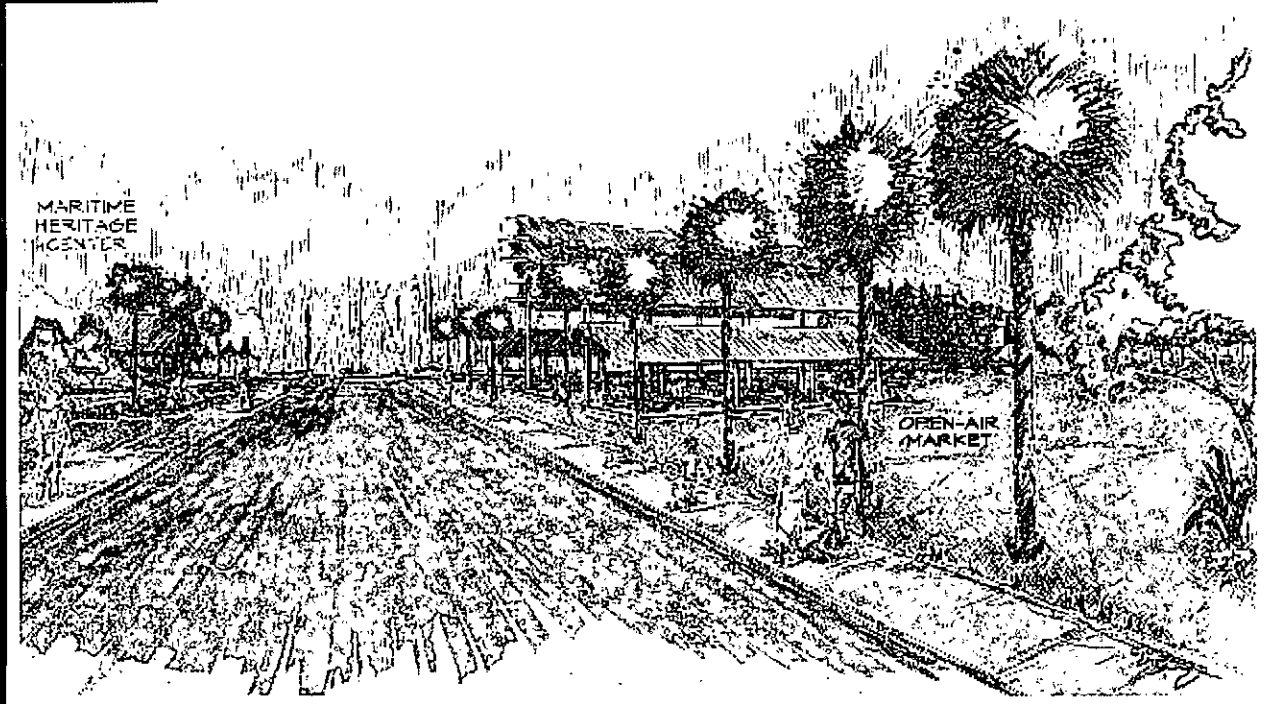


innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

SCIPPIO CREEK BOAT BASIN

Structural Design



LOCATION

Apalachicola, Florida

OWNER

City of Apalachicola

CONTACT

Betty Webb
City Administrator
850-653-9319

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Planning and Design

The **Scipio Creek Commercial Boat Basin** project is funded by the City and Apalachee Regional Planning Council through an EDA Grant and CDBG funds. The project includes the following elements as approved by the Apalachicola Commission and its Waterfronts Committee.

- Boat Lift & Repair Yard
- Dredge and Fill to increase the depth of the boat basin
- Ice & Fueling Stations
- Oyster Barge Loading Dock, Mooring and Oyster Shell Storage Area
- Unloading & Storage Yard for local catch
- Open-Air Market & Restrooms
- Maritime Heritage Center
- Improved and/or additional parking

Structural elements include the barge loading dock, steel buildings, and docks in the boat basin area.



innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

APALACHICOLA DOCK

Structural Design



LOCATION

Apalachicola, Florida

OWNER

City of Apalachicola

CONTACT

Brian Midolo
941.505.0221

DATE COMPLETED

2010

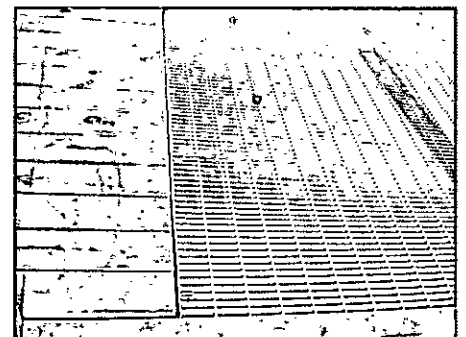
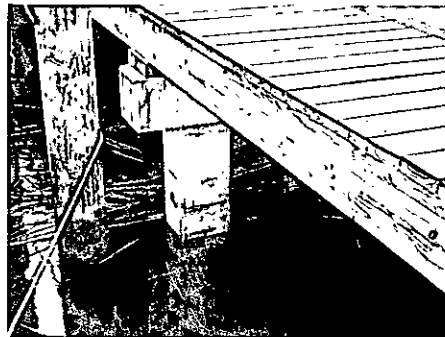
INDIVIDUAL EXPERIENCE

Stephen Nichols, P.E.

RESPONSIBILITIES

Structural Design

This project is an example of individual experience by the Inovia's structural engineer, Steve Nichols P.E.. The project included restoration design of the dock that was destroyed by hurricane Ivan. The dock was replaced with a concrete structure that will withstand submersion during storm events and renamed the Veterans Pier.



innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

CARROLL & COMPANY FLOODWALL

Structural Design



LOCATION

Tallahassee, Florida

OWNER

Carroll & Company

CONTACT

Rick Carroll
850.877.1099

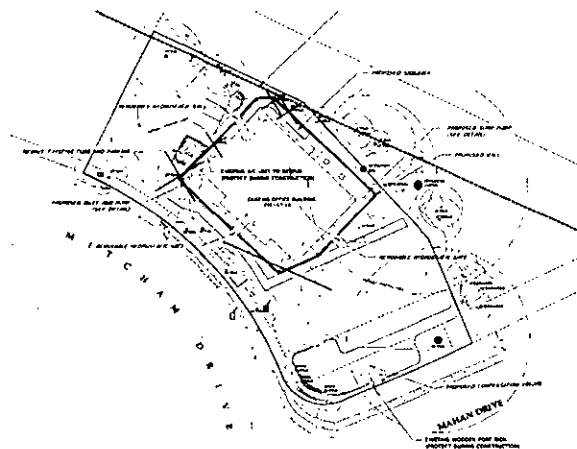
DATE COMPLETED

ongoing

INOVIA RESPONSIBILITIES

Structural Design, Planning,
and Environmental Permitting

The goal of this project is to provide flood relief for the existing office building that is located within the floodplain. The building has sustained significant water damage in the past, so funds were granted to the owner by FEMA to construct a floodwall. Inovia is responsible for the design of the floodwall, as well as the associated environmental permitting. Several floodwall configurations were employed to minimize impact to function and appearance of building.



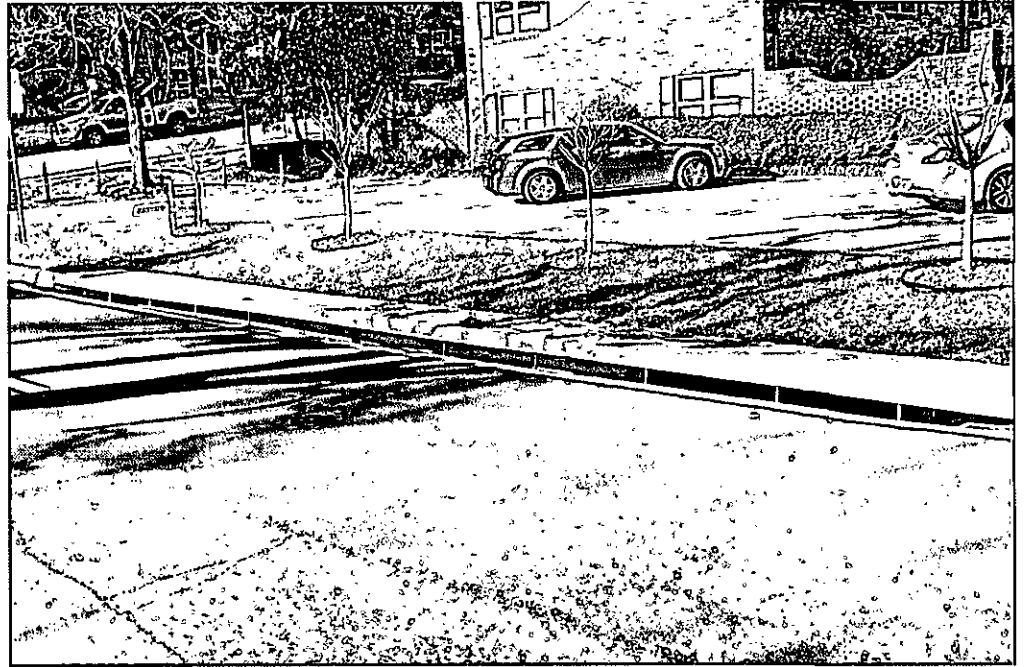
innovation via design

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STANDARD HIGH CAPACITY INLET STRUCTURES



Structural Design



This project was for the City of Tallahassee for the design of high capacity inlet structures. Design included analysis of wheel loadings for inlet lids to provide an unsupported edge of the lid at the curb line. Special reinforcement patterns were developed to resist stresses from design loads.

LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee

CONTACT

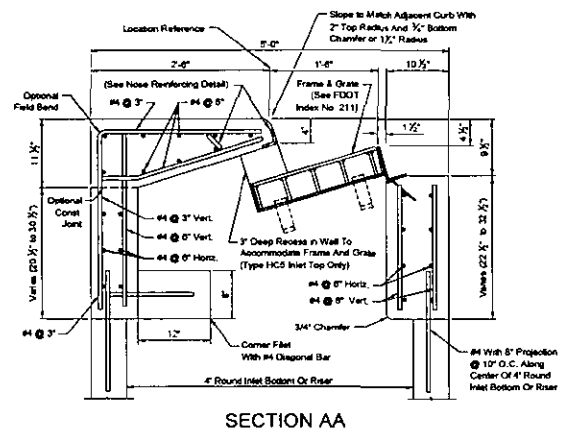
Jodie Cahoon, P.E.
850.891.6860

DATE COMPLETED

2011

INOVIA RESPONSIBILITIES

Structural Design



innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

KAREN LANE DRAINAGE IMPROVEMENTS



Structural Design



LOCATION

Tallahassee, Florida

OWNER

City of Tallahassee

CONTACT

Bob Mosher, P.E.
850.891.6860

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Structural Design, Stormwater
Management and
Environmental Permitting

This project for the City of Tallahassee involved the design and analysis of numerous alternatives to alleviate the flooding around Karen Lane and nearby areas. Structural design included the special design of a drainage structure to convey flow from the drainage ditch and collect runoff from the street in a confined right-of-way. Environmental impacts and community cooperation were analyzed with each stormwater design alternative, and recommendations were provided to the City. Inovia and Bob Mosher, P.E. with the City of Tallahassee have been working in tandem to provide the residents and businesses within the project area relief from floodwaters and erosion problems.

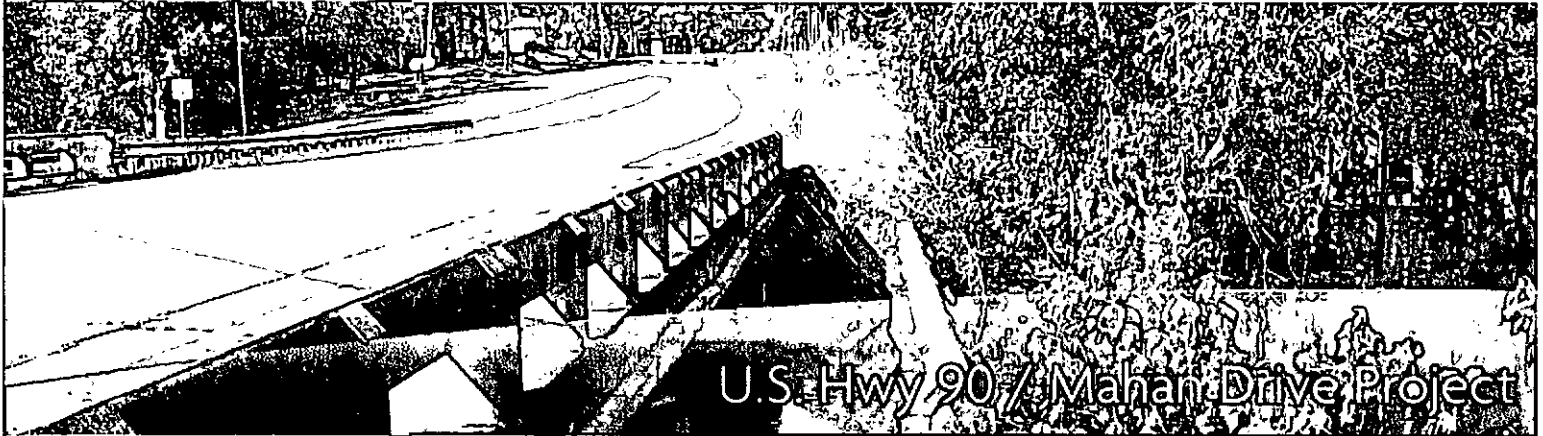


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MAHAN ROAD WIDENING

Structural Design



U.S. Hwy 90 / Mahan Drive Project

LOCATION

Tallahassee, Florida

OWNER

Florida Department of
Transportation

CONTACT

Ryan Patterson, P.E.
850.638.0250

DATE COMPLETED

2010

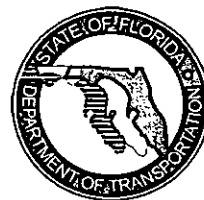
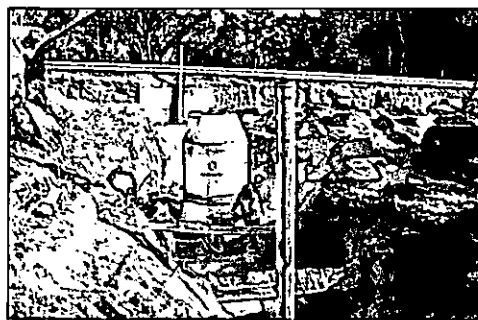
INDIVIDUAL EXPERIENCE

Stephen Nichols, P.E.

RESPONSIBILITIES

Structural Design

This project is an example of individual experience by the Inovia's structural engineer, Steve Nichols. The design included various retaining walls along the roadway to keep construction within the existing right-of-way.



innovation via design

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Section C - Willingness To Meet Schedule and Budget Requirements

Inovia will meet the schedule and budget requirements for projects administered under this contract. Our ability to meet these objectives is substantiated by the amount of repeat business that we have with our clients. Our project management process, which includes internal budget and scheduling software, allows us to monitor the progress of any project on an up-to-date daily basis. This perspective permits us to evaluate remaining components of the project to be completed and to project time and resources that will be necessary to bring the project to successful completion, on time and within budget.

County project managers that we have worked with are familiar with our sequentially numbered and correlated scope statement/fee calculation worksheet/Microsoft Project schedule. It is the primary tool that we use to define our role in the project. We will apply this system to all projects for this contract.

Our experience with Leon County Public Works has lead us to understand the budgeting process each of the County's project managers must adhere to. We understand that before a project can be funded, the County's project manager must report an estimate of project costs including soft cost and hard cost. The County's project manager must be able to rely upon the consulting engineer to develop these costs. The Inovia design team strives to be as accurate as possible and include a contingency amount in our construction cost estimate. We follow FDOT construction cost history and recent unit price averages closely when preparing our estimates.

Our goal is to provide a cost estimate for budget reporting purposes that is accurate and able to be backed up. This detailed approach is driven by the philosophy that at the end of the day it is never our objective to be the low bidder on the project!

inovia



i n n o v a t i o n v i a d e s i g n

Section D - Effect of Firm's Recent, Current and Projected Workload

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25

General

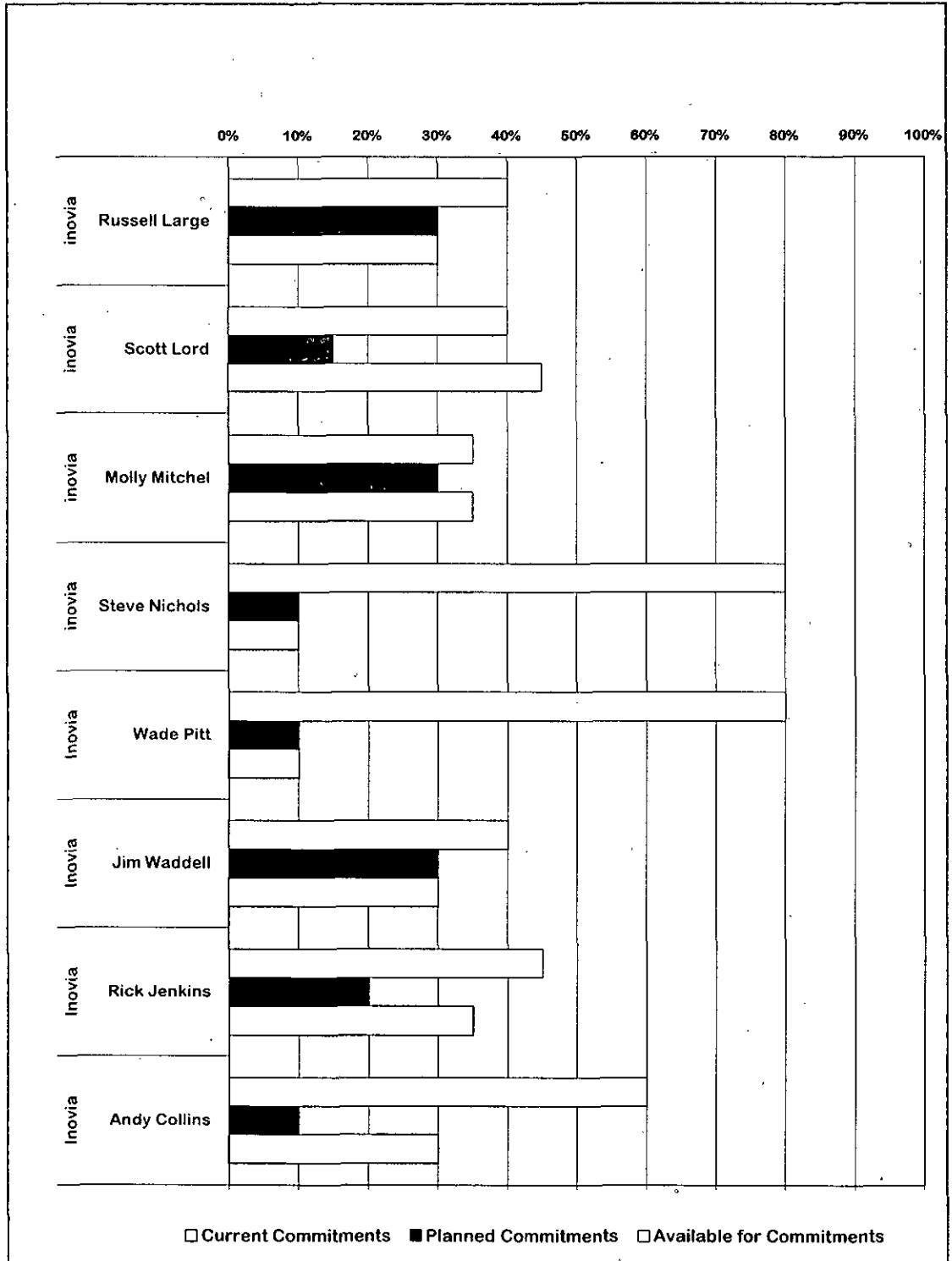
The fact that there are fewer project opportunities than there were three or four years ago has resulted in less work and shorter backlog times for most firms, and Inovia is no exception. The following table illustrates projects currently under contract and the following page illustrates the availability of our staff for new project commitments.

Projects Currently Under Contract

Project Name	Project Description/Phase	Design Services Completion Date
Lafayette Heritage Trail Bridge	Final permitting phase for ped. bridge	June, 2011
Scipio Creek Commercial Basin	Initial Design Phase	September, 2011
Lawndale Road Drainage	Final Permitting Phase	May, 2011
Ben Boulevard Drainage	Initial Permitting Phase	August, 2011
Edinburgh Drainage	Possible Redesign	September, 2011
Autumn Woods Drainage	60% Final Design Plans	June, 2011
Mitcham Drive Floodwall	Initial Permitting Phase	June, 2011
Misc. Minor Projects	Varies	May, 2011

Based on the above table the completion of projects currently under contract occurs within six months of this writing. Please refer to the chart on the following page which shows that currently our staff has an average of 52% of time available for new project commitments. Projects resulting from this contract can be easily absorbed and work may commence immediately.

Section D - Effect of Firm's Recent, Current and Projected Workload



Section E - Effect of Project Team Location

Location

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The Inovia Team for this project is comprised of Tallahassee-based small firms with various areas of expertise to serve the County. In fact, it may be stated that our team truly boasts global project experience with a "local" touch. The leadership of the Inovia Team includes:

Jim Waddell, P.E.
Inovia Consulting Group
Principal



Mr. Waddell's professional experience spanning 23 years includes land development projects, roadway design, major utility rehabilitation and replacement projects, commercial site planning, environmental studies and permitting, public administration assistance to support funding of client capital improvements programs, development management and construction administration. Jim is a member of the Florida Engineering Society, National Society of Professional Engineers, American Society of Civil Engineers, and is registered in Florida, Georgia, Alabama and Mississippi.

Russell Large, P.E.
Inovia Consulting Group
Principal



Mr. Large's professional experience span of 17 years includes a well-rounded variety of civil engineering experience including highway design, residential subdivisions in excess of 2,000 units with dedicated public infrastructure, a variety of flood relief projects, and commercial office developments totaling 250,000 sf of gross floor area. Russell has designed and permitted many miles of water and sewer infrastructure extensions from both the City of Tallahassee and Talquin Electric systems to private and public projects in the County.

Kevin Pope
Pope Environmental, Inc.
Sub Consultant

Mr. Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. He has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation. He personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education and conservation services.

Section E - Effect of Project Team Location

Judy Hayden, P.E.
Environmental and Geotechnical Specialists, Inc. (EGS)
Sub Consultant

Judy Hayden, P.E. and the M/DBE firm of Environmental and Geotechnical Specialists, Inc. (EGS) provide the specialty services associated with environmental and geotechnical engineering. EGS is highly qualified and has an outstanding work experience in Leon County and throughout north Florida. The staff at EGS has been providing professional services in this area since 1992.

John Matthews, PSM
HSA Consulting Group
Sub Consultant

HSA Consulting Group (HSA) brings over 20 years of surveying experience in this local area to our team. HSA is well versed in survey methods necessary for accurate control and compilation of data, as well as utilization of photogrammetry to create a complete base file for projects. Inovia regularly engages HSA as a team member for roadway and drainage projects due to their expertise in the field; they are a very valuable and important member of our team.

Inovia Team Location Summary

Firm	Role	Location
Inovia	Prime	Tallahassee
Pope Environmental, Inc.	Sub Consultant	Tallahassee
EGS	Sub Consultant	Tallahassee
HSA Consulting Group	Sub Consultant	Tallahassee

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CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

Section F - Approach to the Project

Approach to the Project

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

Work Category: Structural Engineering

General

Our staff has extensive experience in Structural Engineering projects. We strive to develop feasible, cost-effective solutions to the particular needs of each project. We understand that each assignment is unique, but we also acknowledge the economy of standardization in products, procedures, and details.

Project Management

In addition to our technical expertise, we believe our organizational structure will serve Leon County Public Works by providing prompt response to requests and exceeding expectations of service. When an assignment is received a meeting will be held to determine project expectations, goals, budget, and affected stakeholders. Steve Nichols, Senior Project Manager, will serve as primary contact with Leon County's Project Manager, and additionally, Russell Large, P.E. will be assigned to the project as the Principal. After the meeting, a detailed Scope of Services, Project Schedule, and Fee will be prepared and submitted for the assignment. Project deliverables and submittal dates will be included for approval by Leon County. The submitted Scope of Services, Schedule, and Fee will be interrelated such that a particular task could be tracked in each document. Once approved and a purchase order issued, work will commence with predetermined periodic progress reports with pertinent status information.

All correspondence, documents, and coordination will pass through Steve Nichols so that Leon County can benefit from a single point of contact and know that project issues are being addressed in a timely manner.

Internal Project Coordination

Inovia will hold internal meetings to establish project status and critical work necessary to produce quality documents for a scheduled submittal. In addition, time for a thorough Quality Control review will be included in the document preparation process. The review will be set so as to include all revisions and changes required for a given submission. Documentation of the review will be maintained until the assignment is completed and accepted by Leon County.

External Project Coordination

Coordination with other agencies will be conducted with the consent of the Leon County Project Manager. Phone conversations, email communication, and meetings will be documented and retained in the project file and copies shared with the Leon County Project Manager.

Sub-Consultant Coordination

Any Sub-Consultant required for a particular assignment will managed through regular meetings and a thorough examination of work documents for completeness and clarity.

Agency Coordination

Coordination with any outside agencies with respect to the project will be conducted by the

Section F - Approach to the Project

project manager or his designee. Meetings of significance with these agencies will be scheduled in advance to allow the County's Staff the opportunity to attend and participate. All communication with outside agencies will be recorded and incorporated into the project file.

Public Involvement

The Inovia team is well versed in the process of meaningful public involvement. Our earliest experiences in this aspect of the project has emphasized that successful public involvement is based on three fundamental factors: communication, communication and communication. We have developed a clear and concise package of digital, graphic, written and orally presented materials that is effective in delivering the message of the "who, what, where and why" on our projects. **County Public Works staff and Inovia have presented multiple projects in recent months. We declare that those public information meetings have been a great success. Inovia is proud to have learned that our template and format for a portion of our presentation materials has been shared by the County with other consultants as a preferred method and approach.**

On the personal side of this approach component, we believe that our ability to communicate with the public is based on the fact that we all share with the public the same collective concerns about the neighborhoods in which we live. We take great pride in the ability to distill often technically complex issues about the project into "meaningful conversation", void of aggression or some form of superiority complex, just neighbor to neighbor.

Quality Control

The Internal Organization of Standardization defines quality as the "degree to which a set of inherent characteristics fulfills requirements." Our team believes that the term "quality" should be more highly regarded. We have learned quality is also a measure of esteem which entails fully addressing all requirements with accuracy, expediency, and care, not simply meeting requirements outlined by the scope. In other words, quality is not just found in the result, it is also found in the process. For projects to live up to standards of high quality, constant monitoring of the process is in order. Inovia's Quality Control Process has evolved to be effective in reducing error and delay in the design and permitting process.

Included in the Quality Control Plan are standard, best quality practices which ensure that we provide exceptional services to each client. Each member of our staff and our sub consultants recognize the importance of quality and the responsibility they undertake as we work with the County. The Inovia Team's sense of personal responsibility promotes care in the work produced through the design process.

Checklists, which are project-tailored and dispersed at the onset of the project, are important assets when performing quality control reviews. For this contract, we have placed particular emphasis on the details of design elements identified in the scope and during our field reviews. One of the first things we will do is meet with our survey sub consultant and create a checklist of special areas where specific survey information is needed. All survey elements will be identified by this checklist prior to fieldwork commencing, and they will be used during the quality control process as well. The same process will be used as Inovia begins our work effort and again with other sub consultants.

Inovia also uses standard, industry accepted methods when reviewing design documentation which includes checking, rechecking, and verification. When each design document is completed, the origi-

Section F - Approach to the Project

nator signs and marks the plans with Inovia's QC stamp. After a redline review, the reviewer returns the signed and dated redline plans to the originator for correction. The originator corrects the redlined sheets, highlighting them in yellow as corrected. After correction, the reviewer verifies the corrections, highlighting in blue. The corrected plans are then given to a third party to verify that the QC process has been followed and completed correctly. Each time plans are originated, reviewed, or corrected the responsible party must sign and date the QC stamp. This process is repeated until the drawings are approved by all reviewers. The implementation of this Quality Control Process ensures that we deliver quality and successful projects.

Responsiveness

While we do not anticipate all of the assignments under this contract to be extremely time-critical, we understand that some assignments will be. Doing so requires being ready to mobilize at a moment's notice. At Inovia, we have become proficient at quickly mobilizing and responding to project issues and developing strategies for resolving project tasks in a timely manner. With this training in "fire-fighting", we are confident in our ability to effectively and efficiently respond to time critical tasks. As a small firm, we are flexible and adaptive and will be able to use this to the County's advantage on this contract.

In addition to our firm's "fire-fighting" capabilities, our Contract Manager takes great pride in being responsive. He understands that answering and returning phone calls and emails is critical to providing quality consulting services. Communication and coordination are critical in our pursuit of providing excellent consulting services.

Dedication

We believe the most vital component to providing excellent consulting service is to be dedicated and committed to serving the client. This dedication creates the drive to go the extra distance to ensure success for the client. Our commitment to the County on this contract is to provide the full resources of our team members to meet the needs of the County.

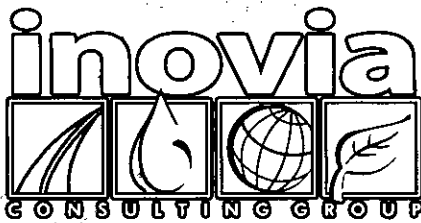
Request for Proposals

Leon County, Proposal Number BC-03-17-11-25

Civil Engineering Services, Continuing Supply

Work Category: Subdivision and Site Development Engineering

2:00 PM, March 17, 2011



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

- A - Contractor Information
- B - Executive Summary
- C - Required Forms

SECTION 2 - Specific Proposal Information for Each Work Category

- A - Ability of Professional Personnel
- B - Experience With Projects of Similar Type and Size
- C - Willingness to Meet Schedule and Budget Requirements
- D - Effect of Firm's Recent, Current and Projected Workload
- E - Effect of Project Team Location
- F - Approach To The Project

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i n n o v a t i o n v i a d e s i g n

**Section 1 - General Information Applicable
To All Work Categories**



i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

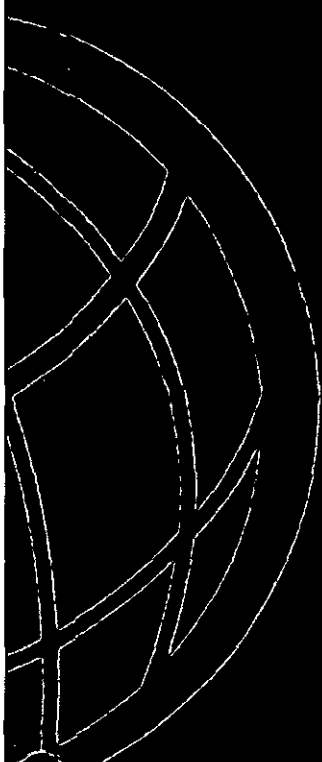
Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM

inovia



i n n o v a t i o n v i a d e s i g n



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CONSULTING GROUP

i n n o v a t i o n v i a d e s i g n

Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011



Purchasing Division
1800-3 Blair Stone Road
Tallahassee, FL 32308

Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.
- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
 March 17, 2011

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's
	1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, all of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

RESPONSIBLE OFFICE

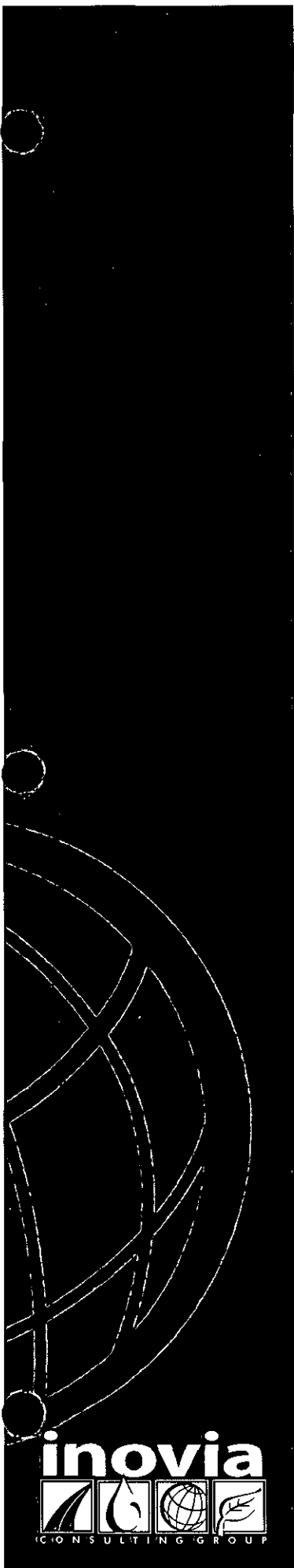
The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
 Inovia Consulting Group
 930 Thomasville Road, Suite 200
 Tallahassee, Florida 32303
 Phone 850.298.4213
 Fax 850.298.4498
 RTL@INOVIAGROUP.COM

The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

Respectfully,
INOVIA CONSULTING GROUP


Russell T. Large, P.E.
 Principal



A large, empty rectangular area enclosed by a thin black border, intended for required forms.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
 Proposal Number: BC-03-17-11-25
 Opening Date: Thursday, March 17, 2011 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET


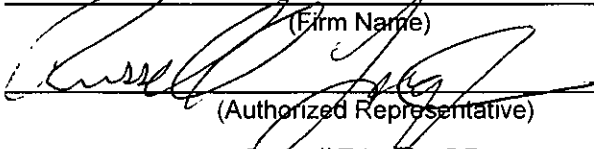
THIS PAGE IS TO BE COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing Director

John Dailey, Chairman
 Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

BY		L&W Engineering, Inc. D/B/A Inovia Consulting Group
		(Firm Name)
		
		(Authorized Representative)
		Russell T. Large, P.E.
		(Printed or Typed Name)
ADDRESS		930 Thomasville Road, Ste. 200
CITY, STATE, ZIP		Tallahassee, Florida 32303
TELEPHONE		850-298-4213
FAX		850-298-4498

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 3 Mar 11 Initials RL Addendum #3 dated _____ Initials _____
 Addendum #2 dated 8 Mar 11 Initials RL Addendum #4 dated _____ Initials _____

PLEASE MARK WHICH CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:

- | | |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input checked="" type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input checked="" type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

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District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 8, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #2

Dear Vendor:

This letter serves as Addendum #2 for the above referenced project.

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) (Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: L&W Engineering, Inc D/B/A Inovia Consulting Group

Signature: [Handwritten Signature] Title: PRINCIPAL

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 17 day of MARCH, 2011.


Personally known ✓

Nancy Saunders
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires: _____

Printed, typed, or stamped name of notary public: Nancy Saunders
Commission number: DD 822960
Expires: October 18, 2012
Notary Public - State of FL
Fidelity Bond Insurance 800-395-7019

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:

Title:

GENERAL

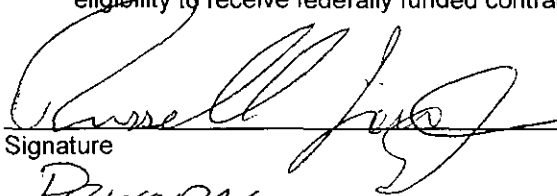
Firm:

L&W Engineering, Inc. D/B/A Inovia Consulting Group

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature
PRINCIPAL

Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group

Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303

Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General
Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General
Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability,
Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS
Typed or Printed

Signature Nancy Saunders

Date 3-17-11

Title _____
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Messer Insurance Group, Inc. 1403 Maclay Commerce Drive Tallahassee, FL 32312 Will Messer		850-894-8222 850-894-8228	CONTACT NAME: Stacy Hale PHONE (A/C, No, Ext): 850-894-8222 FAX (A/C, No): 850-894-8228 E-MAIL ADDRESS: stacy@messer-insurance.com PRODUCER CUSTOMER ID #: INOVI-1																					
INSURED Inovia Consulting Group Suite 200 930 Thomasville Road Tallahassee, FL 32303		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Maryland Casualty Company</td> <td>19356</td> </tr> <tr> <td>INSURER B:</td> <td>Zenith Insurance Company</td> <td>13269</td> </tr> <tr> <td>INSURER C:</td> <td>Mapfre Ins. Co. of Florida</td> <td>34932</td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Maryland Casualty Company	19356	INSURER B:	Zenith Insurance Company	13269	INSURER C:	Mapfre Ins. Co. of Florida	34932	INSURER D:			INSURER E:			INSURER F:		
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COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

LEON-21

Leon County
 Small Business Enterprise
 Office
 3420 W. Tharpe Street
 Tallahassee, FL 32303

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Will Messer

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ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2010

PRODUCER
ISU Suncoast Insurance Assoc
P.O. Box 22668
Tampa, FL 33622-2668
813-89-5200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Inovia Consulting Group,
L & W Engineering, Inc., dba
930 Thomasville Rd., Suite 200
Tallahassee, FL 32303

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: XL Specialty Insurance Company	37885
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES


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INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
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E.L. EACH ACCIDENT	\$													
E.L. DISEASE - EA EMPLOYEE	\$													
E.L. DISEASE - POLICY LIMIT	\$													
A		OTHER Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER

 For Proposal Purposes

CANCELLATION 10 Days for Non-Payment
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE


IMPORTANT

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DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group	
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address: 4 years	
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498

Russell Large
Signature of Authorized Representative

16 Mar 11
Date

STATE OF FL
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 2011.

By RUSSELL LARGE, of L+W ENGINEERING
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Nancy Saunders
Signature of Notary

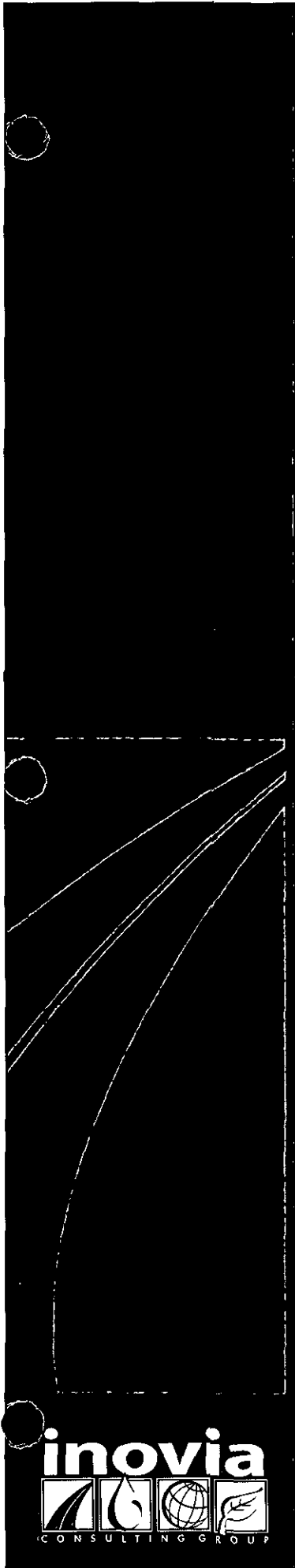
Return Completed form with supporting documents to:

Leon County Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary
NANCY SAUNDERS
Commission DD 822960
Expires October 18, 2012
Issued Thru Troy Pain Insurance 800-385-7019

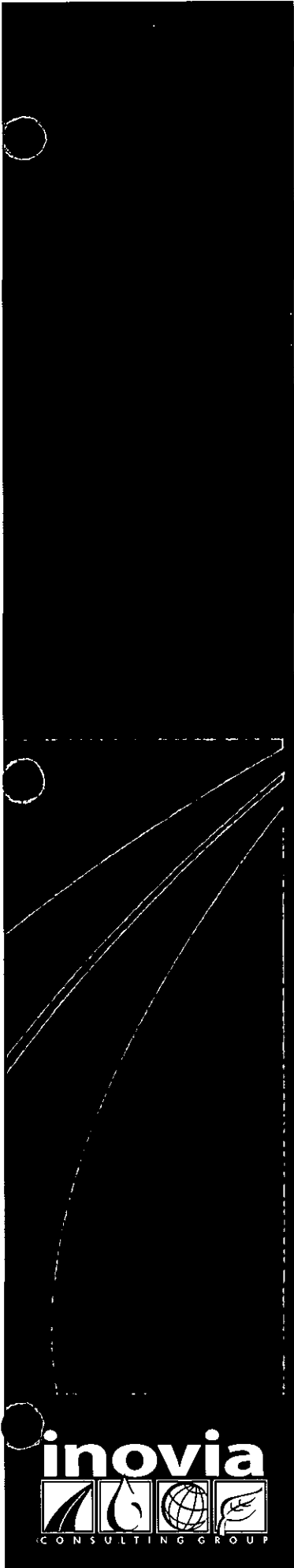
Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**



i n n o v a t i o n v i a d e s i g n

**Section 2 - Specific Proposal Information
For Each Work Category**



i n n o v a t i o n v i a d e s i g n

Section A - Ability of Professional Personnel

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our staff brings experience to the firm in the production and management of engineering projects, ranging from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals: 2 Registered PE's
 Project Managers: 2 Registered PE's, 1 Non-Registered
 Project Engineers: 2 Registered EI's
 Technical Support: 2 Non-Registered
 Administrative: 1

Inovia Staff Which May Be Assigned Work

Staff Category	Staff Name	Years of Experience
Managing Principals	Russell T. Large, P.E.	17
	Jim Waddell, P.E.	23
Project Managers	Rick Jenkins, P.E.	9
	Wade Pitt	34
	Steve Nichols, P.E.	36
Project Engineers	Scott Lord, E.I.	10
	Molly Mitchel, E.I.	1
Technical Support	Andy Collins	19
	Paul Web	2

Inovia Sub Consultant Team

Firm	Role	Specialty
Pope Environmental, Inc. (W/MBE)	Sub Consultant	Environmental Services
EGS (W/MBE)	Sub Consultant	Geotechnical
HSA Consulting Group (W/MBE)	Sub Consultant	Survey

Resumes of Key Personnel

The following information includes resumes for the personnel listed above including personnel for our sub consultant team members.



Jim Waddell, P.E.
Principal



Professional Overview

Mr. Waddell has 20 years of experience in design and project management covering a vast array of project types. His experience has included roadway design, major utility rehabilitation and replacement projects, commercial site planning and land development projects, environmental studies, environmental permitting, and public administration assistance. Mr. Waddell is a founding principal of Inovia Consulting Group.

Relevant Experience

Metropolitan Corporate Center Planned Unit Development— Tallahassee, Florida

MIG, Ltd/Kids Ventures, Inc.

Principal author and project manager for land planning and rezoning for the southwest quadrant of the Interstate 10/Thomasville Road (US Hwy 319) to develop a 300,000 gsf premier professional office park. Services included preparation, submittal and approval of large scale comprehensive plan land use map amendment and PUD Rezoning application with supporting documentation, natural features inventory, environmental variance and mitigation for impacted regulated natural features, alignment alternatives analyses for the extension of Metropolitan Boulevard entrance to the development, Concurrency and neighborhood involvement, to include technical assistance in preparing a Neighborhood/City Developer Agreement.

Centerville Farms Planned Unit Development— Tallahassee, Florida

Conservation Community Group, LLC

Project manager responsible for technical assistance to the Client for preparation submittal and approval of a large scale comprehensive plan land use map amendment for a 1,000 acre residential development, regarded by some in local government as Leon County's model conservation subdivision, public involvement programs to include neighborhood informational meetings, Natural Features inventory, technical assistance in preparation of PUD Rezoning application.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 46019
GA No. PE031985
AL No. 28556-E
MS No. 18067

YEARS OF EXPERIENCE

23

AFFILIATIONS

Florida Engineering
Society
American Society of Civil
Engineers
National Society
of Professional Engineers

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930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4495

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Jim Waddell, P.E.
Principal

(continued)

Marion Street Transit Parkway— Tampa Central Business District

Hillsborough Regional Transit Authority

Design Engineer for a 9-block (approximately 1 mile) urban realignment project located in the Tampa Central Business District. The project involved realignment and construction of the corridor from a 4-lane, 1-way urban roadway to a 2-lane, 2-way urban bus and pedestrian mall.

Responsibilities included preparation of final design plans and specifications, utility coordination, coordination with FDOT District VII, construction contract administration and services during construction. Specific design element of the project with which Mr. Waddell was involved as design engineer included geometric design of the urban section roadway, drainage design involving an urban drainage conveyance system, maintenance of traffic plans for the high volume roadways including the intersecting roadway State Road 60, signing and pavement marking plans, and utility relocation plans and coordination with design team members responsible for landscape/hardscape elements.

City of Apalachicola Wastewater System Improvements—

Apalachicola, Florida

Planning, design and construction contract administration of major improvements to the City of Apalachicola wastewater facilities, including upgrade of the wastewater treatment plant to an advanced level of treatment (AWT), replacement of approximately 80% of the existing gravity collection system, expansion of central sewer to new areas of the City, environmental permitting and monitoring plan approval for an effluent discharge system to receiving wetlands. A consent order with the Florida Department of Environmental Protection necessitated these improvements. Funding for this project, totaling nearly \$8 million dollars, was secured through a combination of a legislative appropriation, FDEP State Revolving Fund Loan, and Community Development Block Grant.

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fax 850.298.4498

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Jim Waddell, P.E.
Principal

City of Apalachicola Water System Improvements —

Apalachicola, Florida

Planning and design of major improvements to the City of Apalachicola water system, including development of a remote well field, treatment for hydrogen sulfide, finished water storage and high service pumps, rehabilitation of existing elevated tanks, and replacement of all aged metallic cast iron and galvanized water mains within the service area. Funding for this project, approaching \$5 million, was secured through the US Department of Agriculture Rural Development Administration

City of Carrabelle Town Engineer —

Carrabelle, Florida

Acting as the town engineer for the City of Carrabelle, the scope of services provided include; Design and Permitting of Water System Extensions, Consumptive Use Permitting of the City's Water Supply Wells, Design and Permitting of Sewer Collection System Extensions, Construction Administration, Modifying the City's Development Standards Document, Review of Land Development Projects, Program Management of projects receiving grant funding from various agencies. Attend all monthly Planning and Zoning Board and City Commission meetings giving updates and recommendations on projects and other administrative issues.

General Design Experience

Preparation of residential subdivisions, site plans and environmental permitting for a number of projects. Services included preparation of plats or site plan, concurrency review, and environmental permitting for dredge and fill activities, stormwater management facilities and utility extensions to serve both residential and commercial development.

Public Administration Assistance

Services in connection with funding acquisition and project implementation, including oral presentations to Legislative Delegations, Local Governing Boards, Metropolitan Planning Organizations and Executive Management; feasibility and user charge system studies; Legislative budget requests and preparation of funding applications, studies, and support documentation for grants and loans for local government capital improvement projects.

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fax 850.298.4498

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Russell Large, P.E.
Principal



Professional Overview

Mr. Large is a Principal and co-founder of Inovia Consulting Group. His professional experience spans 16 years and includes a variety of project types such as numerous utility and subdivision infrastructure projects in Franklin County Carrabelle, and Apalachicola including subdivision platting, various land development projects in Tallahassee and Leon County; environmental permitting, stormwater and drainage improvement projects, and roadway design projects.

Relevant Experience

George L. Sands Memorial Park Stormwater Facility (Ball Fields Stormwater Facility)

Carrabelle, FL

Design and permitting of a stormwater facility to serve as both an amenity and means of stormwater treatment for the downtown area of the City of Carrabelle. The facility is located on the west side of town at the gateway to the City. A park is constructed adjacent to the pond which incorporates a walking path around the facility. The stormwater facility is a wet facility with aeration fountains.

Lanark Master Lift Station and WWTP Abandonment

Carrabelle, FL

The City of Carrabelle took over the water and sewer systems from the Lanark community and inherited the wastewater treatment plant which was in disrepair due to the lack of maintenance. Since the City of Carrabelle WWTP has ample capacity the Lanark WWTP was abandoned and demolished and a new master lift station constructed which pumps all of Lanark's effluent to the City of Carrabelle WWTP. Mr. Large is the engineer of record and designed and permitted the improvements. The lift station start up including start up of the emergency power generation systems is complete and the lift station site construction is being finalized.

EDUCATION

Bachelor of Science in
Civil Engineering
Auburn University

REGISTRATION

Professional Engineer
FL No. 5933,
GA No. PE026434

YEARS OF EXPERIENCE

16

AFFILIATIONS

American Society of Civil
Engineers

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phone 850.298.4213
fax 850.298.4498

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Russell Large, P.E.
Principal

(continued)

Windom Pond Restoration at Dixie Plantation

Dixie Plantation - Jefferson County, FL

Environmental permitting and drainage design for Windom Pond consisted of a new outfall structure, construction of a deep-water trough and the creation of islands with a mixture of upland and wetland plants. The islands were planted with trees and shrubs that are favored by a host of wading birds including many listed species such as little blue herons, woodstorks and snowy egrets. The end product is a deep-water marsh that provides enhanced wildlife value and restored the project to its historic wetland type.

Sweet Bay Hollow Apartments

Francis Meginniss Booth Trust - Tallahassee, FL

Development of 41 apartment units and associated parking, utilities, and stormwater management facilities.

Call Street and Cadiz Street Stormwater Improvements

City of Tallahassee Stormwater Division - Tallahassee, FL

Design for a flood relief stormwater facility and modification of existing urban drainage systems over a study area of over 200 acres.

US 98 / Thomas Drive Interchange

FDOT District Three - Panama City Beach, Florida

Lead roadway design engineer for the design of a three-level interchange connecting three arterials and a major bridge.

SR 79 US 98 to South of ICWW

FDOT District Three - Bay County, Florida

Mr. Large served as the lead roadway design engineer for this multi-laning project in Bay County. His responsibilities as lead roadway engineer for the design of a 4.5 mile road multi-laning project.

SR 61 (US 319) From SR 263 (Truck Route) to SR 363 (Adams Street)

FDOT District Three - Leon County, Florida

Lead engineer for widening and resurfacing of SR 61 from a 2-lane rural section to a 2-lane with center dual left turn lane rural section.

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Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

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Russell Large, P.E.
Principal

(continued)

Forest Village Shopping Center

Candler Development Company - Tallahassee, FL

Design for 7,000 sf of commercial space and associated parking, access, and utilities.

Summer Chase Condominiums

Goose Creek Developers, Inc. - Tallahassee, FL

Design and permitting for 204 condominium units and associated parking, utilities, including a sewer lift station, and stormwater management.

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fax 850.298.4498

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Wade Pitt



Professional Overview

Since 1977, Mr. Pitt has been a professional planner with extensive public and private land use planning experience in both North Carolina and Florida. During those years, his career focused on all aspects of land use planning, both in local government and in private sector civil and land use consulting. For the last 10 years of Mr. Pitt's career in the public sector, he was the Land Use Administrator for the City of Tallahassee. As Land Use Administrator, Mr. Pitt was responsible for the administration and supervision of the land development processes for the city. Also, as Land Use Administrator, he was the person charged with the interpretative authority for City of Tallahassee zoning and subdivision regulations.

Since his leaving the City of Tallahassee in 2006, his work has focused on private sector land planning as a Project Manager with several Tallahassee engineering and planning consulting firms, most recently with Inovia Group Consulting. As Project Manager, Mr. Pitt has successfully represented clients with applications for development approvals with the city and the county. These included residential subdivisions, multi-family developments, commercial retail/offices and industrial developments and variances before the Development Review Committees, the Tallahassee City Commission, the Board of County Commissioners of Leon County, the Tallahassee-Leon County Planning Commission and the Tallahassee-Leon County Board of Adjustment and Appeals. In addition, Mr. Pitt has authored numerous Planned Unit Development (PUD) plans, comprehensive plan amendments, Land Development Code amendments, site plan and subdivision applications, deviation from development standards applications and variance applications. Mr. Pitt has also conducted land use feasibility analyses for clients with prospective projects in both Tallahassee and Leon County.

In his roles both as Land Use Administrator with the City of Tallahassee and as Project Manager with private engineering and planning consulting firms, he has been accepted as an expert witness by the State of Florida, Division of Administrative Hearings as well as the Circuit Court of Leon County in matters relating to land use.

EDUCATION

Bachelor of Arts in
Geography
East Carolina University, 1975

Master of Arts in
Geography
East Carolina University, 1977

YEARS OF EXPERIENCE

34

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930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

inovia



Wade Pitt

(continued)

Specialty Areas

- Land Use Planning
- Comprehensive Planning, including the preparation and coordination of Comprehensive Plan amendments with local governments
- Land Development Code amendments, including the preparation and review coordination with local governments
- Rezoning applications and coordination with local governments
- Subdivision applications and coordination with local governments
- Site plan applications and coordination with local governments
- Planned Unit Development documents, applications and coordination with local governments
- Variance applications and coordination with local governments
- Land Use Feasibility analyses
- Grants
- Expert Witness

Relevant Experience

Thomasville Road / Interstate 10 Planned Unit Development (PUD) Amendment, Tallahassee, Florida

Preparation of an amendment to the PUD (also known as Metropolitan PUD) which introduced a commercial element into a previously approved office and residential project. Commercial uses that were added included a hotel, restaurants and a daycare facility as well as a post-secondary educational land use. Coordination of its review and approval through a multi-tiered City of Tallahassee review and approval process with final approval authority with the Tallahassee City Commission was also a significant element in the amendment process.

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fax 850.298.4498

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Wade Pitt

(continued)

Floridan Urban Planned Unit Development (UPUD), Tallahassee, Florida

Preparation of the UPUD document for a multi-use project which consisted of an 84,000 square foot, 165-room hotel, a 100,000 square foot office building and a 6-level parking structure as well as up to 13,700 square feet of accessory street-level commercial space in Downtown Tallahassee. It also included coordination of the project review and approval through a multi-tiered City of Tallahassee review and approval process with final approval authority with the Tallahassee City Commission.

Brevard Street UPUD, Tallahassee, Florida

Preparation of the UPUD document for a multi-family and hotel project on the northern fringe of the Florida State University campus in Tallahassee, Florida. The project consisted of 200 multi-family residential dwelling units for student housing, a 70-room hotel and a 6-level parking structure. The project involved preparation of the UPUD document and coordination of its review and approval through a multi-tier review and approval process with final approval authority with the Tallahassee City Commission.

Comprehensive Plan Amendment, Cadiz Street, Tallahassee, Florida

Preparation of Comprehensive Plan amendment application for property on Cadiz Street. The amendment revised the Future Land Use Map designation from Residential Preservation to Suburban and rezoned the property from Residential Preservation (RP) to Office-Residential (OR-1). The approval process included coordination with and review and approval by the Tallahassee-Leon County Planning Commission, the Board of County Commissioners of Leon County and the Tallahassee City Commission.

Kingsmill Residential Subdivision, Leon County, Florida

Preparation of documentation for the review and approval of the 39-lot residential subdivision in northern Leon County. Activities included attendance at meetings and responding to issues with the approval of the plan.

Growing Room Childcare (Metropolitan PUD), Tallahassee, Florida

Preparation of documentation for the review and approval of a 14,204 square foot childcare facility in northeast Tallahassee. Activities included attendance at meetings and responding to issues with the approval of the plan.

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Tallahassee, FL 32303
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Rick Jenkins, P.E.
Project Manager/Engineer



Professional Overview

Mr. Jenkins' duties include the management, design, production and permitting of a well-rounded variety of civil engineering projects. Mr. Jenkins has applied his technical knowledge and project management skills in the successful completion of various projects for public agencies such as Leon County Public Works, City of Tallahassee Stormwater Division, City of Carrabelle, FDOT, and the Suwannee River Water Management District. His experience includes stormwater management design, environmental permitting, roadway design, and utility design and coordination. Prior to joining Inovia Consulting Group, Mr. Jenkins worked for FDOT in the Midway Maintenance Office as a Permits Technician. Projects representative of Mr. Jenkins abilities are discussed below:

Relevant Experience

Centerville Conservation Community, Tallahassee, FL

The historical Centerville Plantation was a 1,000 acre working plantation and to retain the rural plantation character of the subdivision, a conservation community was proposed. The project consists of 200 residential lots, 7 miles of rural roadway and recreational amenities including trails, wildlife observation, and freshwater activities. This project has been regarded by the local regulatory community as the model conservation subdivision. Mr. Jenkins played a vital role in the coordination of the project development and as a project team member. Mr. Jenkins' duties included stormwater design, roadway design, plans production, and permitting assistance with Leon County Growth Management, and FDEP.

Metropolitan Corporate Center, Leon County, FL

This project consisted of the design and permitting for a subdivision designed, mixed use development. Including 6 estate residential lots and 7 commercial lots to support 300,000 SF of Class A premium professional office space located at the I-10/ US 319 Gateway to the City of Tallahassee. Mr. Jenkins' duties included protection and mitigation for regulated environmental features, coordination in design to maximize the use of developable land, stormwater design, utility design, highway design, and extensive permitting with City of Tallahassee, FDOT, Florida Gas, FDEP, and Federal Highway Administration. Mr. Jenkins was also involved in the utilization of the project with the surrounding neighborhoods, while also working around a 24" high pressure gas main and easement.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 68365

YEARS OF EXPERIENCE

9+

AFFILIATIONS

Florida Engineering Society

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Rick Jenkins, P.E.
Project Manager/Engineer

(continued)

Ridge at Velda Dairy, Leon County, FL

Booth Holdings, LLC

Mr. Jenkins served as project manager for this subdivision. The project consisted of the transformation of a subdivision and agricultural parcel into 25 single family residential lots. Extensive permitting requirements due to the projects location and accommodation of regulated environmental features were determining factors in this design. Mr. Jenkins was involved in nearly every aspect of design more specifically, site development, stormwater management, roadway design, and environmental permitting.

Franklin County Nursing Home , Franklin County, FL

Smith-Packett Roanoke, VA

This project involved the design of site work and improvements for a 90 resident, 40,000 gsf, nursing home facility. Features of the project included wet detention stormwater management facilities for water quality treatment and utility extensions from the local utility provider to the site. Mr. Jenkins was charged with the design of the stormwater management facility as well as assisted in plan review.

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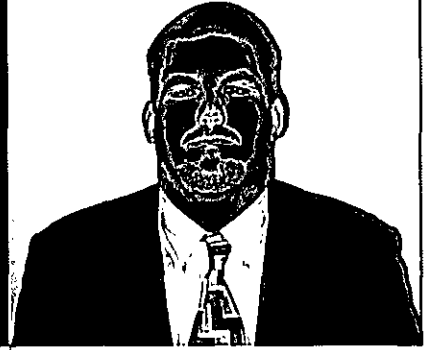
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Scott Lord, E.I.



Professional Overview

Mr. Lord is responsible for the design, production and permitting of a diverse selection of civil engineering projects. Mr. Lord has succeeded in completing a variety of projects in all aspects of civil design with the application of his technical knowledge. His experience includes stormwater management design, environmental permitting, roadway design, GIS mapping, surveying, and utility design. Previous to joining Inovia Consulting Group, Mr. Lord worked on various projects throughout Georgia, North and South Carolina, and North Florida. Projects representative of Mr. Lord's abilities are discussed below:

Relevant Experience

Church of the Nations Assembly of God, Athens, Georgia

This project consisted of the expansion of an existing worship center. Mr. Lord's duties included the design of the expanded parking facilities, stormwater conveyance and treatment, expansion of the existing building and stormwater management facilities, design of the required expansion to on-site sewage system, and design of landscaped areas.

Oak Leaf Park, North Augusta, South Carolina

This project consisted of the design of a 14-unit condominium development. Mr. Lord assisted in the development of the approved site plan permitting, as well as the design of the underground stormwater treatment system. This development was the first use of underground stormwater treatment for a residential development within North America. Mr. Lord also assisted in procurement, inspections, and other construction management duties.

Blanchard Woods Park, Columbia County, Georgia

Blanchard Woods Park is a new recreational facility that provides a variety of outdoor activities for people of all ages. Mr. Lord assisted in the development of the master plan, as well as grading and drainage design for the park including soccer fields, a tennis complex, cross-country trails, a bmx and skate park, festival stage, picnic areas, and parking facilities.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

10

AFFILIATIONS

Florida Engineering Society
American Society of Civil Engineers

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Molly Mitchell, E.I.



Professional Overview

Ms. Mitchell is a recent graduate of the FAMU/FSU College of Engineering. Beginning as an intern in her senior year, Ms. Mitchell has been involved in a vast array of civil engineering projects with Inovia Consulting Group. Projects in which she has been a part of involve stormwater management, site development, utility design, and infrastructure improvements. Ms. Mitchell's duties include data collection, production activities, drafting, environmental permitting, and design.

Relevant Experience

Immigration, Customs, and Enforcement Facility, Tallahassee, FL

This project was for the site development of the Immigration, Customs, and Enforcement Facility located in Tallahassee, FL. In addition to standard site development standards, Inovia employed green building techniques such as xeriscape in the design. Ms. Mitchell's duties included production activities, environmental permitting, drafting, and landscape design. She was also instrumental in overseeing the LEED aspect of the design.

Carroll & Company Floodwall, Tallahassee, FL

The goal of this project is the construction of a floodwall to prevent the Carroll and Company office building, located within the floodplain, from flooding and building damages. Ms. Mitchell is involved with wall layout design, environmental permitting, site grading, and production of construction documents.

Apalachicola Fire Hydrant Testing, Apalachicola, FL

Inovia was responsible for the testing and analysis of fire hydrants in Apalachicola. Ms. Mitchell was involved in the analysis of test data as well as production of the final report and recommendations to the City.

Engineering Services for the City of Carrabelle, Carrabelle, FL

Permitting with FDEP and the Northwest Florida Water Management district, preparation of grant documents, utility coordination and documentation, and other various infrastructure designs for the City of Carrabelle are tasks in which Ms. Mitchell has been involved with for Inovia's continuing services contract with the City.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

1

AFFILIATIONS

American Society of Civil Engineers

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Andrew Collins



Professional Overview

Mr. Collins has nearly 20 years experience in the field of computer aided engineering and design, utilizing multiple platforms for plans production. Currently, Andy supervises Inovia's CAD Department, which utilizes AutoCad Civil 3D 2011 for private and municipal work, along with Microstation Version 8 for FDOT Projects. He has extensive experience in survey data collection, use of satellite imagery, DOQQ aerial photography and digital photography for creating project graphics and integration of these media into intelligent production drawings.

Relevant Experience

Construction Plans and Presentation Graphics for multiple projects through Leon County Public Works, including Ben Blvd., Lawndale, Edinburgh Estates, Autumn Woods and Linene Woods 2/3 Project.

Immigration, Customs, and Enforcement Facility Site Plan, Tallahassee, FL

Metropolitan Corporate Center, Multiple Site Plans and Environmental Permit Documents, Tallahassee, FL

Kingsmill Subdivision Plat and Environmental Permit Documents, Tallahassee, FL

Village at Almand Creek Multifamily Apartment Complex Site Plan, Conyers, GA

City of Carrabelle Downtown Streetscape Improvement Project, Carrabelle, FL

City of Carrabelle General Engineering Consultant, various projects, Carrabelle, FL

Scipio Creek Boat Basin Improvements, Site Plan and Marina Construction Plans, Apalachicola, Florida

Multiple Sidewalk Improvement Project Construction Plans thru FDOT Design/Build and County LAP Agreement Contracts

Multiple Subdivision Plats for recording purposes and Civil project drawings throughout Leon and surrounding Counties

EDUCATION

Certified Drafting
Pre-Engineering
Bainbridge College

YEARS OF EXPERIENCE

19

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This certifies that
**ENVIRONMENTAL AND GEOTECHNICAL
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Minority/Women-Owned Business Enterprise
under the
**City of Tallahassee and Leon County
Consortium Interlocal Agreement**

For a period of one (1) year beginning:
May 18, 2010 to May 31, 2011



MBE Administrator



Certification Specialist

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Myron L. Hayden, Ph.D., P.E.
Senior Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Tri-State University, 1974
Master of Science, Civil Engineering, Oklahoma State University, 1975
Doctor of Philosophy, Civil Engineering, Oklahoma State University, 1978
Professional Engineer in Florida
General Contractor in Florida

Special Qualifications

- Over 30 years of Geotechnical design and investigation experience, including roadway studies, bridge designs and groundwater control
- Highly-skilled consensus builder on controversial projects
- Familiarity of FDOT Geotechnical Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 19

Years Experience with Other Firms: 16

Relevant Experience

Leon County, Department of Public Works, General Service Contract, Leon County, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features

Capital Cascade Sinkhole, BluePrint 2000 and Beyond – Conducted an emergency geotechnical investigation and design for a sinkhole which formed during construction of a stormwater management facility. The site was a listed EPA Superfund location because of known buried coal tars; therefore, the sinkhole posed both an environmental and constructability problem. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions to verify the "throat" of the sinkhole. A remedial solution was then design and approved by EPA. This project has been awarded the local APWA Emergency Project of the Year and has been nominated for the State Award for 2011.

Lake Munson Sediment Evaluation, Leon County, Department of Public Works - Conducted the geotechnical investigation to evaluate the depth of sediment within Lake Munson as part of a Munson Slough Drainage Improvements Project. The investigation was conducted to map the natural lake bottom, and to determine the type of soils to be dredged and disposed of. In addition, the constituents within the sediments were analyzed to determine if they could be disposed of in a permitted Construction and Debris Landfill, or if they would require special handling due to contamination.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Thomas H. Hayden, P.E.
Project Geotechnical Engineer

Professional Credentials:

Bachelor of Science, Civil Engineering, University of South Florida, 2003
Professional Engineer in Florida

Professional Organizations:

- American Society of Civil Engineers – 2008 President Tallahassee Chapter –2009 Tallahassee Branch Young Engineer of the Year – 2010 Eastern Regional Young Engineer of the Year – 2011 Florida Section District IV Vice President
- Florida Engineering Society – 2008-2009 K-12 Education Committee - 2006-2008 Math Counts Committee – 2009 Florida Engineering Leadership Institute Graduate
- Geotechnical Materials Engineers Council

Special Qualifications:

- Over 10 years of Geotechnical design and investigation experience, including roadway studies, stormwater design, pavement design, and materials engineering
- Familiarity of Leon County Design Standards
- CTQP/ACI Certifications: *Aggregate Field and Laboratory Testing Technician, LBR Technician, Concrete Field Technician – Levels I and II, Concrete Laboratory Technician – Level 1, Quality Control Manager, Concrete Transportation Construction Inspection, Advanced Maintenance of Traffic Inspector – Earthworks Level 1 and Level 2*

Years Experience with EGS: 8

Years Experience with Other Firms: 3

Relevant Experience:

Tekesta Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design to remediate the pavement distress observed at the intersection of Bannerman Road and Tekesta Drive. The design included phased construction by the County crews, occurring over a low traffic period, because of the high volume of traffic at the intersection. The project was completed within the planned timeframe and traffic was maintained with only minor inconvenience to the public. The project was selected as an APWA Project of the Year by the local Big Bend Chapter.

Lauder Stormwater Pond Slope Failure and Remediation, Leon County, Department of Public Works, Tallahassee, FL – Developed and performed a subsurface investigation to determine the cause of the slope failure and develop an appropriate and cost-effective remediation plan. In addition, recommendations were provided to modify the existing slope and surrounding conditions to reduce its potential for reoccurrence.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Derwood Sheppard, P.E.
Project Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Florida State University, 2004
Professional Engineer - Florida

Special Qualifications

- Geotechnical design and investigation experience, including roadway studies, bridge designs and stormwater management
- Familiarity of Leon County Design Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 8

Relevant Experience

Districtwide Miscellaneous Geotechnical Consultant to the Florida Department of Transportation, District 3, Chipley, FL – Assisted with the design of various transportation related projects for the Florida Department of Transportation under a General Service Contract. The tasks have included the Geotechnical analysis for roadway design, culvert extensions, bridge foundations, bridge repair, mast arm installation, slope evaluations, base failures, lane additions and stormwater pond designs.

Leon County, Department of Public Works, General Service Contract, Tallahassee, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design of culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations, stormwater ponds and sinkhole repairs.

Cloudland Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design for a slope failure located within a residential parcel which occurred during a 7-inch rain event. While the "standard solution" would have been the design of a retaining wall, a non-conventional remediation was recommended to prevent the potential "fall" hazard to the occupants of the property. The design included the installation of a system of underdrains within the slope to relieve the hydrostatic pressures, then backfilled. A geotextile fabric was "nailed" to the face of the slope using stainless steel nails averaging 6-feet in length. Topsoil was then placed over the slope, covered with an erosion mat, then sodded. The project was awarded the APWA Emergency Project of the Year at the State Conference in 2010.

Lauder Stormwater Pond, Leon County, Department of Public Works – Assisted with the geotechnical investigation to evaluate the potential of a sinkhole formation as well as to provide a remedial slope design. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions at the location of a formed depression.



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City of Tallahassee and Leon County
Consortium Interlocal Agreement

For a period of one (1) year beginning:
JULY 13, 2010 TO JULY 31, 2011



MBE ADMINISTRATOR



CERTIFICATION SPECIALIST



HSA Consulting Group

JOHN E. MATTHEWS, PLS, PSM
PROFESSIONAL SURVEYOR AND MAPPER

Summary of Qualifications

Mr. Matthews has over thirty years experience as a supervisor in surveying and data collection of all types of planimetric and topographic data using both conventional and photogrammetric methods, Bathymetric surveys and contour maps relating to drainage and stormwater structures. He has over 15 years experience in the fields of CADD, GIS, and GPS. He has an extensive background in researching and analyzing available data in the transportation planning, surveying, civil engineering and other associated disciplines in both the public and private sectors. Mr. Matthews has done work in most of the 67 Florida counties. His experience includes working as a contract/project manager for the Department of Environmental Protection (DEP). Mr. Matthews also has extensive experience as a Professional Land Surveyor with the Florida Department of Transportation (FDOT)'s Central Office working with surveying, GPS, GIS, & CADD. In the recent past, Mr. Matthews served as a consultant to the FDOT Office of Information Systems working on the Enterprise Wide Electronic Data Management System and GIS Information Portal applications. Mr. Matthews produced the 1999 Traffic Count Sites color and black and white maps in ArcView for FDOT District 7. After joining HSA Consulting Group in early 2001, Mr. Matthews has been extensively involved in utilizing GIS for GPS Ground Control, Surveying, Photogrammetric Mapping, inventory of aerial topographic surveys, and RCI data on over 2000 linear miles. Prior experience with state agencies is summarized below:

FDOT Central Surveying & Mapping Office

- Developed and delivered GIS presentations to FDOT Central Office and District personnel on using GIS in various applications and disciplines throughout the transportation profession
- Produced FM GIS application of Lafayette Building showing all physical property and linked computer databases for hardware, software and maintenance schedule in ArcView
- Member of the GIS Cartographic Standards Technical Working Group

Central Office of Information Systems – Consultant to GIS/EDMS Coordinator

Duties included but were not limited to:

- Trained District personnel in use of Electronic Document Management System application
- Prepared GIS front end view for Intranet "Enterprise Information Portal"
- Researched and advised on conversion of CADD files and historic documents

As Vice President of Surveying and Mapping for HSA, he has served as Surveyor in Charge on the following:

Aerial Topographic Surveys for 3R Design Projects throughout Northwest Florida

Mr. Matthews served as Surveyor and Mapper in Charge of several photogrammetric mapping projects for collecting 2D and 3d topographic survey data including SR12 in Leon and Gadsden Counties, SR61, SR 285, SR85, and so on. The data was used to produce survey layers required for final design of roadway resurfacing/rehabilitation projects. The ground control survey data was developed by establishing GPS control for ground targets. The projects were flown at 1800 feet AGL, using a Zeiss/Intergraph Digital Mapping Camera. HSA developed a customized desktop software application, SurveyCreator, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats.

Statewide General Highway Geo-Spatial Mapping Project

Mr. Matthews recently completed serving as Project Manager for the FDOT Surveying and Mapping Office on a three-year contract to reformat 26 of the General Highway Maps of Florida's 67 counties to conform to Florida's new CADD/GIS standards for published maps. Working directly with the FDOT Surveying and Mapping Office Geographic Mapping Section, HSA transitioned from MicroStation J to MicroStation V8 and helped develop a working template to speed up the production of the reformatting process.

JOHN E. MATTHEWS. PLS, PSM

Aerial Topographic Survey for SR 817 in FDOT District 4 - Ft Lauderdale, FL

Mr. Matthews served as project surveyor for the aerial topographic survey of SR 817/University Drive from C-13 Canal S. of Oakland Park Blvd. (MP 13.408) to C-14 Canal N. of Southgate Blvd. (MP 18.006) in Broward County. The project is a major urban arterial with an overall length of 4.6 miles, and traverses within the cities of Lauderhill, Sunrise and Tamarac. The limits of this project are from C-13 Canal S. of Oakland Park Boulevard (MP 13.408) to C-14 Canal North of Southgate Boulevard (MP 18.006).

County Boundary Crossing Surveys

Mr. Matthews served as Project Manager and Surveyor in Charge of GPS and conventional surveying and research for specific purpose surveys to identify County Line crossing points along all 2400 miles of state roadway network throughout the 16-County area of FDOT District Three. Photo-identifiable targets were placed at each location point to establish section begin points within aerial photography for a three-dimensional mapping product.

Tampa, Florida Airport Photogrammetric Project

Mr. Matthews was the Surveyor in Charge of the pilot effort that is the subject of a sole source contract and is being considered by the FAA for establishment as the technical standard for airport obstruction clearance analysis. Mr. Matthews collected ground control survey data on airport property to generate highly accurate stereo pairs (R3D data), and a block-adjusted aero-triangulation solution for use by the prime consultant in generating 3D planimetrics for airport obstruction clearance analysis.

Multiple Digital Photogrammetric Mapping Contracts – 2000 - 2007

- Since early 2001, Mr. Matthews has provided oversight of the GIS/photogrammetric mapping efforts of HSA staff on over 2200 miles of state roadways in FDOT District Three, including US98, I-10, SR79, SR81, SR83, SR85, SR87, US231, US331, and so on. He was responsible for setting ground control by establishing GPS coordinates on photo-identifiable targets placed along the corridors for all roadways. He was responsible for overseeing and coordination of the aerial surveys and digital softcopy techniques that were employed in these efforts, along with controlling the imagery using aerotriangulation. Surveying and mapping scope requirements for these aerial mapping projects were established in conjunction with and coordinated with the District Three Surveying and Mapping office.

Pilot Study - Aerial Survey for 3R Design Projects on SR85 and SR393

Mr. Matthews served as Project Manager on a pilot photogrammetric mapping project on SR 85 and SR393 in Okaloosa County, FL (14.91 & 2.81 mile projects) under the direction of FDOT District Three Surveying to produce survey data required for final design of two resurfacing/rehabilitation projects in Okaloosa County. The ground control survey data was developed by establishing GPS control for ground targets. Digital softcopy technology was used including development of digital terrain models for portions of the project area for the 1200-foot AGL flights, scanned at 14 microns. HSA developed a customized desktop software application, SurveyAssist, to extract topographic survey data using electronic field book (EFB) naming conventions and CAiCE and ASCII file output formats. Accuracies of 1/10 of a foot were independently verified.

Recent relative project experience - 3R Design Project on SR95/US29 in Escambia County

Mr. Matthews served as Project Manager on a 1 mile urban portion of SR 95/US29 in Escambia County, FL under the direction of FDOT District Three Surveying to produce survey data required for final design of a resurfacing/rehabilitation project in Okaloosa County. Stereo Imagery data extraction was utilized for planimetric data and conventional surveying techniques were used for DTM's, Drainage, Alignment and Referencing for the project limits.

Professional Credentials

Licensed as a Professional Land Surveyor since 1988

Member of the Florida Society of Professional Surveyors and Mappers

Qualified Instructor for the Florida Surveying and Mapping Society



HSA Consulting Group

Gary W. Freeman, PSM Survey Manager

Professional Profile

Professional Registration:

Professional Surveyor and Mapper
Florida Registration No. 5972, 1999

Professional Affiliations:

Florida Surveying and Mapping Society
Florida GPS Users Group
Bay County Association of Realtors
Holmes County Association of Realtors

Experience

Gary W Freeman, P.S.M. has 30 years of surveying and mapping experience. He has been involved in a wide range of surveying projects for the private and public sectors that have helped him develop an outstanding foundation in the surveying and mapping profession. Mr. Freeman grew up surveying in Central Florida and later moved to the NW Panhandle of Florida where he resides now.

Mr. Freeman's experience recently has been with FDOT District 3 when he worked for DRMP, Inc. and in the private sector when working for Culby Group Surveying. Mr. Freeman has performed FDOT Design and Right of Way Surveying projects along with Aerial Control, Alignments, S.U.E. and Maintenance Map surveys.

Mr. Freeman has also worked in Districts 1, 2, 5, 7, and 8 in the past.

Education

Florida Minimum Technical Standards
Florida Laws
Data Collectors
AutoCAD
Survey Business Management
Positional Tolerance and Least Squares Adjustments
GPS Training with Topcon
Mean High Water
FEMA Elevation Certificate
Caice Processing and Software use
Jurisdictional Surveys
GPS Control Surveys

Sample Project Experience:

- Design Survey, 3R Survey and Maintenance Map FDOT
- SR10, Leon County
- SR10, Escambia County
- SR79 from SR10 (US 90) to Alabama State Line, Holmes Co.
SR79 from Town of Ebro to Holmes County Line, Washington County.
- SR 291, Escambia County
- SR390, Bay County
- I10-I110, Escambia County
- SR8 I-10 Projects, Multiple Counties
- US29, Escambia County
- Boundary and Topographic Surveying
- Boundary and Topographic Survey of the Boardwalk on Panama City Beach for Royal American
- Topographic Survey at Panama City Airport for Avcon.
- 1400 Acre Boundary, Topographic and Wetland Survey for St Joe Company on Back Beach Road, SR30A .
- Boundary and Topographic Survey for Trammell Crow on Back Beach Road.

Sample Department of Defense Project Experience

- Tyndall Air Force Base, Military Base Family Housing Privatization Surveys, Bay County.
- Eglin Air Force Base, Military Base Family Housing Privatization Surveys, Okaloosa County.

Sample FDEP Project Experience

- Florida Greenways and Trails Development and Improvement Projects

Specialized Training

- CAiCE Training
- GPS Training
- MOT Certified
- AutoCAD
- Fema Elevation Certificates

Kevin Pope

Director of Scientific Services/Project Manager

Kevin Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. Mr. Pope has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation and to guide private sector clients toward smooth and efficient interactions with government agencies on all levels.

Mr. Pope highly respected in both government and private sectors for his comprehensive knowledge of environmental issues and ability to provide environmental services in a timely and efficient manner. He and his Pope Environmental staff conducted National Pollutant Discharge Elimination System (NPDES) inspections for the Florida Department of Environmental Protection and assisted the Department with providing guidance to local communities regarding water quality protection planning. They also assisted the Suwannee River Water Management District (SRWMD) and Northwest Florida Water Management District (NFWMD) with Environmental Resource Permit (ERP) review and site inspections. Pope Environmental is the only environmental firm chosen to support Leon County, Florida's \$800 million infrastructure and environmental resource improvement project, Blueprint 2000 and Beyond.

Kevin Pope personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education, permitting and conservation services for private, corporate and government clients.

Education

Master of Science, University of Florida, Environmental Engineering Sciences, with a special emphasis on Systems Ecology.

Bachelor of Science, University of South Carolina, Double Majors in Biology and Marine Sciences.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Principal - Pope Environmental, Inc - Directs technical and scientific services for an environmental consulting firm based in Tallahassee, Florida. Services include environmental resource identification, delineation, assessment, monitoring and mapping, regulatory agency assistance, environmental permitting, planning, and project design, mitigation assessment, planning, permitting, and monitoring, public and targeted audience education, and conservation easement support and development.

Conservation Coordinator-The Red Hills Conservation Program of Tall Timbers Research Station - Coordinated land conservation efforts of the most active 501(c)(3) qualified conservation land trust in the Southeast. Performed and supervised baseline documentation surveys for over 20,000 acres of working forest landscape, in support of land owners' donation of conservation easements. The surveys included delineation and quality assessment of wetlands, wildlife habitat, rare and endangered species, commercial and natural forests, agricultural operations, as well as cultural, historical, and archeological resources. Documented features using photography and state-of-the-art

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

GPS/GIS mapping. Negotiated conservation easement provisions with land owners. Organized and presented public education workshops on conservation easements and land stewardship, including obtaining grant funding for the events.

Water Resources Manager - Berryman and Henigar, Inc - Supervised Water Resources Division in Tallahassee office of a national environmental and engineering consulting firm. Services included technical support to local and state government on National Pollutant Discharge Elimination System (NPDES) and Total Maximum Daily Load (TMDL) programs, Lake Okeechobee Watershed Assessment Project, and technical oversight of Lake Okeechobee Phosphorus Reduction Grant Program for South Florida Water Management District.

Environmental Director - Leon County, Florida - Directed the Environmental Division of the rapidly growing capitol county of the nation's fourth largest state. With 25+ employees and an annual budget over \$1 million, the department reviewed and approved all development and public works projects, performed compliance inspections, and took enforcement action against unpermitted and non-compliant activities. Other actions in this position included:

- Acquired and administered \$600,000 in USEPA grants for watershed pollution reduction studies in the Lake Lafayette and Woodville Recharge basins.
- Administered the \$250,000 Bradfordville Storm Water Study, which developed the county's first science-based, site-specific storm water control regulations.
- Initiated and conducted extensive interstate negotiations between Florida and Georgia regarding Ochlochonee River water quality.
- Developed and administered the county's first ambient water quality monitoring program.
- Assisted with the development of FDEP's Sediment and Erosion Control Inspector training curriculum.
- Provided technical and scientific advice to the Board of County Commissioners on a wide range of environmental topics.
- Conducted extensive interagency coordination and interaction with media and elected officials.
- Conducted extensive public outreach on water quality protection and other environmental issues.

Environmental Supervisor - Florida Department of Environmental Protection - Directly conducted comprehensive reviews of Wetland Resource Permit (WRP) and Environmental Resource Permit (ERP) applications in North Florida, including completeness review, soliciting comments from other state and federal agencies, performing site inspections, assessing impacts and mitigation proposals, preparing recommendations for redesign of projects to minimize or avoid impacts, drafting permits and permit conditions, drafting permit denials, supporting permit issuance or denial in administrative hearings. Supervised 3 to 6 Environmental Specialists performing similar reviews throughout all of Florida. Supervised liaison with Florida Department of Transportation for highway projects. Provided expert testimony on wetlands and water quality. Drafted ERP processing policies and procedures as a part of initial ERP implementation.

Recent Projects

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, review of environmental permit applications prior to submittal, coordination with FDEP, NFWFMD, and USACE regulatory staff to assure compliance with all applicable environmental regulations, public education, and other environmental technical support.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Wastewater Disposal Expert Testimony - Hillsborough County - Provided expert testimony before the Hillsborough County BOCC regarding wastewater disposal options in a karst region with existing groundwater contamination. A 6-1 vote in favor of the recommended option was secured.

ERP Processing Assistance – Suwannee River Water Management District – Open contract to provide comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Assisted in review of Magnolia Bay marina proposal with procedural recommendations and wetland delineation review.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Provided annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

Aucilla Land and Timber – Rocky Creek – Madison County, Florida – Provided comprehensive environmental services for the 2,800 acre phased residential community development near the Aucilla River, including all natural features identification, assessment and mapping, extensive design recommendations for impact reduction, environmental permitting with the SRWMD, and mitigation plan development and implementation.

Trudie Bell

Senior Scientist/Project Manager

Trudie Bell is a highly experienced scientist with over of 25 years as a technical professional in the environmental resource protection field. Her expertise includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. She has worked on regulatory issues from all perspectives, as a long-time regulator with Florida's Department of Environmental Protection and for the past decade as a consultant to industry, government, and private land owners. She has been involved in the design of a variety of mitigation projects including wetland restoration through vegetation alteration and hydrologic enhancement, wetland creation and land preservation. She has conducted wetland reclamation and mitigation monitoring, trend analysis, and success determination of both hydrologic and vegetation components.

Ms. Bell applies her vast land use and regulatory experience to bring her clients, in both the private and public sectors, a comprehensive knowledge of the environmental regulatory process and keen insights to navigating that process in an efficient and effective manner. Her excellent communication and coordination skills allow her to assist public agencies with their most sensitive and complex programs, including establishing new environmental regulatory or educational programs and refining existing processes to improve public service and conservation effectiveness.

Education

Bachelor of Science, Montana State University, Zoology. Received a Montana University System Honor Scholarship and a Montana State University Scholarship.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Environmental Consultant - Provides a wide variety of environmental consulting services throughout Florida and the Gulf Coast region. Services include performing NPDES stormwater inspections for construction and industrial projects, setting Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) wetland jurisdictional lines, conducting mitigation site assessments with WRAP and UMAM methodologies, preparing mitigation plans, conducting mitigation site monitoring, performing Phase I Environmental Site Assessments, assessing and identifying natural habitat and preparing natural feature inventories and maps for private clients and state agencies, preparing Joint Wetland Resource Permitting and Environmental Resource Permitting applications, interfacing with regulatory agencies regarding permitting applications, advising clients regarding potential uses of land parcels, and applying for various DEP State Lands instruments, including disclaimers, use agreements, easements and consents of use. Additional responsibilities include plant identification, production of plant and animal species lists, Threatened and Endangered Species surveys, data entry and manipulation, report preparation, photography, land use area mapping, and water quality sampling.

Environmental Specialist - Florida Department of Environmental Protection - Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and

Pope Environmental, Inc

Trudie Bell

Senior Scientist/Project Manager

local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Supervisor - Florida Department of Environmental Regulation - Supervised an environmental review section responsible for reviewing and approving Wetland Resource Permit applications throughout the state. Additional responsibilities included training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, Federal agencies, and other divisions of the Department of Environmental Regulation. Received a Team Performance Award for outstanding work as a supervisor.

Environmental Specialist - Florida Department of Environmental Regulation - Reviewed Wetland Resource Permit applications and made technical recommendations for issuance or denial to Department Secretary. Assisted applicants with project modifications to achieve compliance with applicable regulations. Coordinated with local, Federal and other state agencies; conducted field inspections of proposed project sites; and provided expert testimony at administrative hearings. Coordinated drafting of Mitigation Rule for offsetting wetland impacts and public workshops as part of the rule adoption process.

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Recent Projects

NPDES Inspections - Florida Department of Environmental Protection - Statewide - Project Manager for on-going contract to perform inspections of industrial activities and construction sites regulated under National Pollutant Discharge Elimination System (NPDES) and support FDEP compliance and enforcement efforts.

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to a \$700 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Threatened and Endangered Species Survey and Mapping - Florida Gas Transmission Line - Alabama to South Florida - Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting - Florida Gas Transmission Line - Leon County, Florida - Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

NPDES Phase 2 Notice of Intent (NOI) and Annual Report (AR) Support - Florida Department of Environmental Protection - Statewide - Providing technical expertise and process improvement advice, as well as review and database management services regarding NOI's and AR's received by the Department.

Objective Based Vegetation Management - Florida Fish and Wildlife Conservation Commission - Conducted extensive vegetation monitoring, in accordance with the FWC scientific sampling methodology, in several north Florida Wildlife Management Areas, to provide objective data for developing habitat management plans.

Copeland Sink - Leon County, Florida - Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Class 5 Injection Well Assessment - Florida Department of Environmental Protection - Gadsden County, Florida - Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

San Pedro Bay Mitigation Bank Monitoring - Buckeye Florida - Taylor County, Florida - Assisted Birkitt Environmental with baseline monitoring of large mitigation bank established to offset wetland impacts.

David Layne
Senior Scientist/Project Manager

David Layne is a highly experienced scientist and naturalist with over 30 years as a technical professional in the environmental resource protection field. His extensive knowledge of Florida's natural ecosystems, based upon decades of field investigations throughout the state, allows him to accurately identify, delineate, and assess the quality of natural and disturbed ecosystems, determine the potential effects of proposed development or conservation activities, and prepare practical and effective conservation management plans. His expertise also includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. He has addressed regulatory issues from various perspectives, as a long-time project manager with Florida's Department of Transportation, an environmental regulator and wetland delineator with the Department of Environmental Protection and as a Conservation Biologist for a non-profit land trust, the Red Hills Conservation Program at Tall Timbers Research Station. Mr. Layne uses his encyclopedic knowledge of Florida's ecology to provide his clients with comprehensive evaluations of natural and cultural features and practical recommendations for land management to achieve resource utilization and conservation goals.

Education

Bachelor of Science in Biology - Lynchburg College

Master of Science in Ecology - University of Tennessee

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Senior Scientist/Project Manager – Pope Environmental, Inc., Tallahassee, Florida – Conducts and supervises comprehensive natural resource assessments including habitat quality determinations, plant and animal species identification, management planning, mitigation planning, and wetland delineation, as well as assessment of potential impacts and recommendations for impact minimization. Compiles comprehensive data sets required for regulatory compliance and prepares applications for local, state, and federal environmental permits. Responsibilities also include extensive monitoring of natural communities on conservation easements and habitat enhancement projects.

Land Conservation Specialist - Tall Timbers Research Station, Red Hills Conservation Program, Tallahassee, Florida - Conducted baseline inventories of natural, cultural, historic and scenic resources and wrote biological survey reports, baseline documentation reports, easement documentation reports, and conservation management plans for conservation easement properties on plantations in the Red Hills and adjacent areas of Florida and Georgia. Responsibilities included plant and wildlife identification, wetland delineation, habitat assessment, management planning, Threatened and Endangered Species surveys, data entry and manipulation, photographic documentation, GIS mapping of properties for easement properties using GPS technology and ArcGIS 8 and 9, and compliance monitoring of previous easements.

Environmental Consultant - Florida Department of Environmental Protection, Siting Coordination Office, Tallahassee, Florida - FDEP contact for Florida High Speed Rail projects. Developed project tracking system for the Siting Coordination Office. Updated the power plant siting rule and

Pope Environmental, Inc

David Layne

Senior Scientist/Project Manager

application form. Developed standard formats and processes for Conditions of Certification and Modifications. Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Specialist - Florida Department of Environmental Protection, Bureau of State Lands and Environmental Regulation, Wetland Evaluation and Delineation Section, Tallahassee, Florida - Worked as a botanist and wetland ecologist to delineate and assess State of Florida regulated wetlands, using Henderson (1984) and unified (1994) methodologies, identification of plant species, and interpretation of aerial photography. Assisted Water Management Districts and FDEP Districts with location of wetland boundaries on complex sites, assisted in enforcement of wetland protection regulations, provided expert testimony at administrative hearings, assessed wetland quality, extent, and habitat for other sections within FDEP and other state and local agencies. Performed delineation training for personnel from other state and local regulatory agencies. Reviewed proposed legislation which would affect the wetland delineation process. Assisted in rule development. Assisted in the preparation of the Florida Wetlands Delineation Manual and the Florida Wetland Plant Identification Manual. Wrote the WED Section procedures for the Division procedures manual.

Environmental Supervisor - Florida Department of Environmental Regulation, Bureau of Permitting, Standard Dredge and Fill Permitting Section, Tallahassee, Florida - Supervised an environmental review section consisting of three Environmental Specialist II project managers and also served as project manager for environmental permit applications. Additional responsibilities included the training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, federal agencies, local interests and other divisions of the Department of Environmental Regulation. Assisted applicants with impact reduction and mitigation. Conducted site inspections and assessed proposed impacts and mitigation. Provided expert testimony in administrative hearings and civil court proceedings and reviewed proposed legislation.

Environmental Specialist - Florida Department of Transportation, Bureau of Environment, Tallahassee, Florida - Project manager for FDOT environmental permit applications to federal, state, and local environmental agencies. Additional duties included preparing and following up petitions for rulemaking and variances from rules with these agencies; compliance inspections of FDOT projects in progress; preparing, managing, advertising, and issuing certification/acceptance permits; other coordination with environmental agencies as required.

Environmental Specialist - Florida Department of Environmental Regulation, Northwest District Branch Office, Tallahassee, Florida - Dredge and fill field inspector for a 12 county area of Northwest Florida. Duties included site visits to dredge and fill permit application locations, evaluation of the site and potential effects of the project on the local and general environment, providing design and coordination assistance to applicants and FDER staff, testimony in administrative hearings and civil court proceedings, enforcement measures against persons in violation of Florida Statutes and Florida Administrative Code Rules.

Pope Environmental, Inc

Recent Projects

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Under ongoing contract, conducts annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

ERP Processing Assistance – Suwannee River Water Management District – Provided comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Recently conducted wetland delineation review of proposed Magnolia Bay marina project.

Blueprint 2000 and Beyond - Leon County, Florida – Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Chipola River Ranch – Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 1,000 acre residential development.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Legacy of Chipola– Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 600 acre residential development.

Lake Underhill Road Property – Orange County, Florida – Baseline assessment, wetland delineation, GPS mapping, and evaluation of wetland alterations due to increased runoff from an expanded roadway, on a development-surrounded natural parcel.

Section B - Experience With Projects Of Similar Types and Size

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our teams experience is demonstrated by the project abstracts presented in the following pages of this section. Ten projects for this work category are presented in accordance with the RFP requirements.

We understand that the success of a project depends upon the quality of decisions made at the beginning of the project. One of the first steps our team will take on each assignment will be to assemble a design criteria package for each project. The design criteria will identify the design standards, codes and other regulatory direction are utilized by the team for the specific project.

Our team utilizes resources and specialty software to perform the design task for projects under this work category. The following table represents a summary of the resources and specialty software we have used in relation to the example projects presented herein and which we will use in the performance of duties for projects under this work category. Also included in the table are the Inovia staff proficient in the use of the software and the associated years of experience.

Resources and Specialty Software

Analysis/Modeling Tool	Purpose and Use	Technical Staff Utilized	Qualifications and Experience
Autodesk AutoCAD	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell Andy Collins Paul Webb	Over 60 years of combined experience
Streamline Technologies Advanced ICPR3	Stormwater modeling, facility design, small network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Extensively used for hydrologic and hydraulic modeling, regulatory permitting
EPA SWMM 5.0	EPA Stormwater Management Model (SWMM) for off-site modeling and large network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis and concurrency modeling
XPSWMM	Dynamic modeling of stormwater, sanitary, and river systems that simulates natural runoff processes in engineered and natural systems	Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis, concurrency modeling, and analysis of large drainage systems
USACOE HEC-RAS	Water surface profile model for flood analysis	James F. Waddell Rick A. Jenkins Scott Lord	Over 15 years of experience, some training
BOSS International HEC-2	Water surface profile menu for flood analysis	James F. Waddell	Over 15 years of experience
Hydraflow by intelISOLVE	Stormwater conveyance analysis	James F. Waddell Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell	Over 35 years of combined experience
MODRET, V6.1	Groundwater mounding and stormwater routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Over 25 years of combined experience
Bentley Microstation/GEOPAK	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Andy Collins	Over 7 years of combined experience

inovia



CONSULTING GROUP

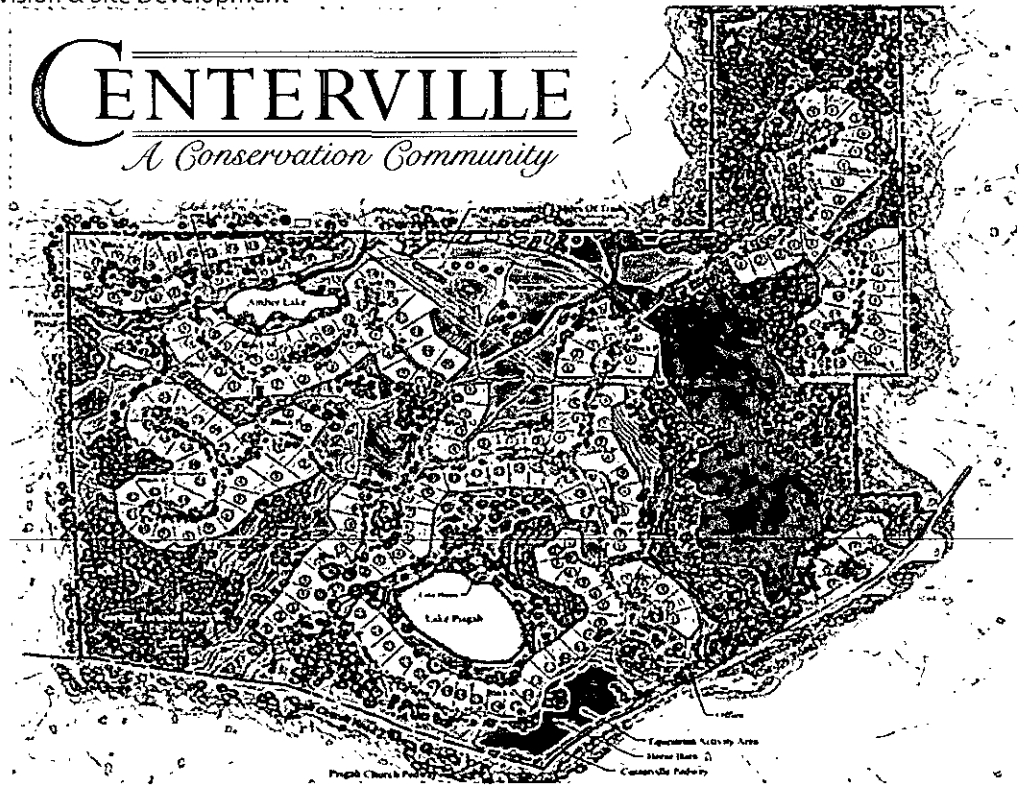
i n n o v a t i o n v i a d e s i g n

CENTERVILLE CONSERVATION COMMUNITY



Subdivision & Site Development

CENTERVILLE *A Conservation Community*



LOCATION

Tallahassee, Florida

OWNER

Conservation
Community Group, LLC

DATE COMPLETED

2008

INOVIA RESPONSIBILITIES

Land use and Re-zoning,
Planning, Subdivision
Design, Environmental
Permitting, and Construction
Administration



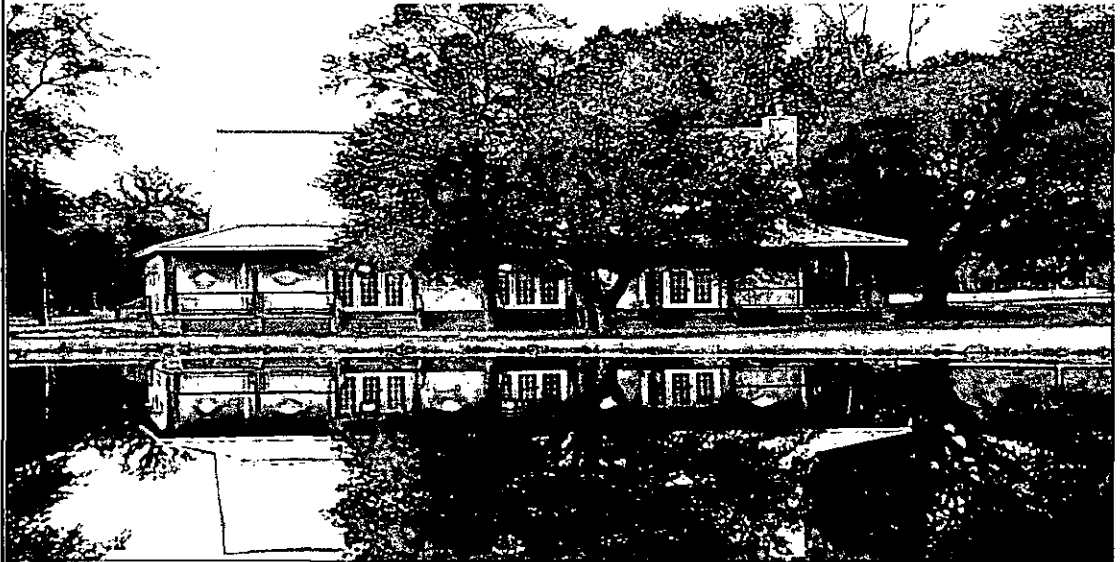
Historically, Centerville Plantation was a 1,000 acre working plantation in Leon County, FL. To retain the rural plantation character of the subdivision, a *conservation community* was proposed including 200 residential lots, 7 miles of rural roadway and recreational amenities including trails, wildlife observation, and freshwater activities. Stormwater management facilities required extensive analysis and modeling to demonstrate volume recovery in severely limited soils. This project has been regarded by the local regulatory community as the model conservation subdivision.



i n n o v a t i o n v i a d e s i g n

BRADLEY'S POND

Subdivision & Site Development



LOCATION

Leon County, Florida

OWNER

Bradley's Pond, LLC

CONTACT

John Lewis
850.508.5823

COMPLETION DATE

2006

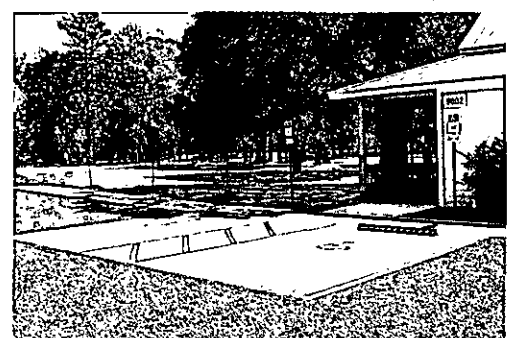
INOVIA RESPONSIBILITIES

Planning, Site Design, and
Environmental Permitting

Site plan and permitting for a 5,000 square foot assembly hall in rural Leon County. This project was completed in a compressed schedule in order to meet Owner commitment for event bookings.

The theme for the project required site design for a rustic setting, yet functional in terms of vehicle and ADA access, as well as innovative analysis and design for meeting stormwater permitting criteria.

Low-dust granitic material supported by geotextile fabric has shown minimal yielding and migration after years of service.



innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

LINENE WOODS INFRASTRUCTURE IMPROVEMENTS



Subdivision & Site Development



LOCATION

Leon County, Florida

OWNER

Leon County Board of
Commissioners

CONTACT

Kim Wood, P.E.
850.606.1545

DATE COMPLETED

2011

INOVIA RESPONSIBILITIES

Roadway Design,
Stormwater Management,
Environmental Permitting

The Linene Woods Homeowners Association approached Leon County in hopes of improving the roadway and drainage system throughout the subdivision. This project proceeded under the County's two-third, one-third program and road right-of-way will be taken over by Leon County. Due to poor site preparation, there was significant rutting, cracking, and failures in the roadway. Further, roadway and yard flooding have also been issues for the subdivision. Inovia was tasked with identifying the cause of roadway damages and flooding problems and determining various design solutions. The construction process is nearly complete, alleviating the subdivisions flood problems and returning the road to a suitable condition.

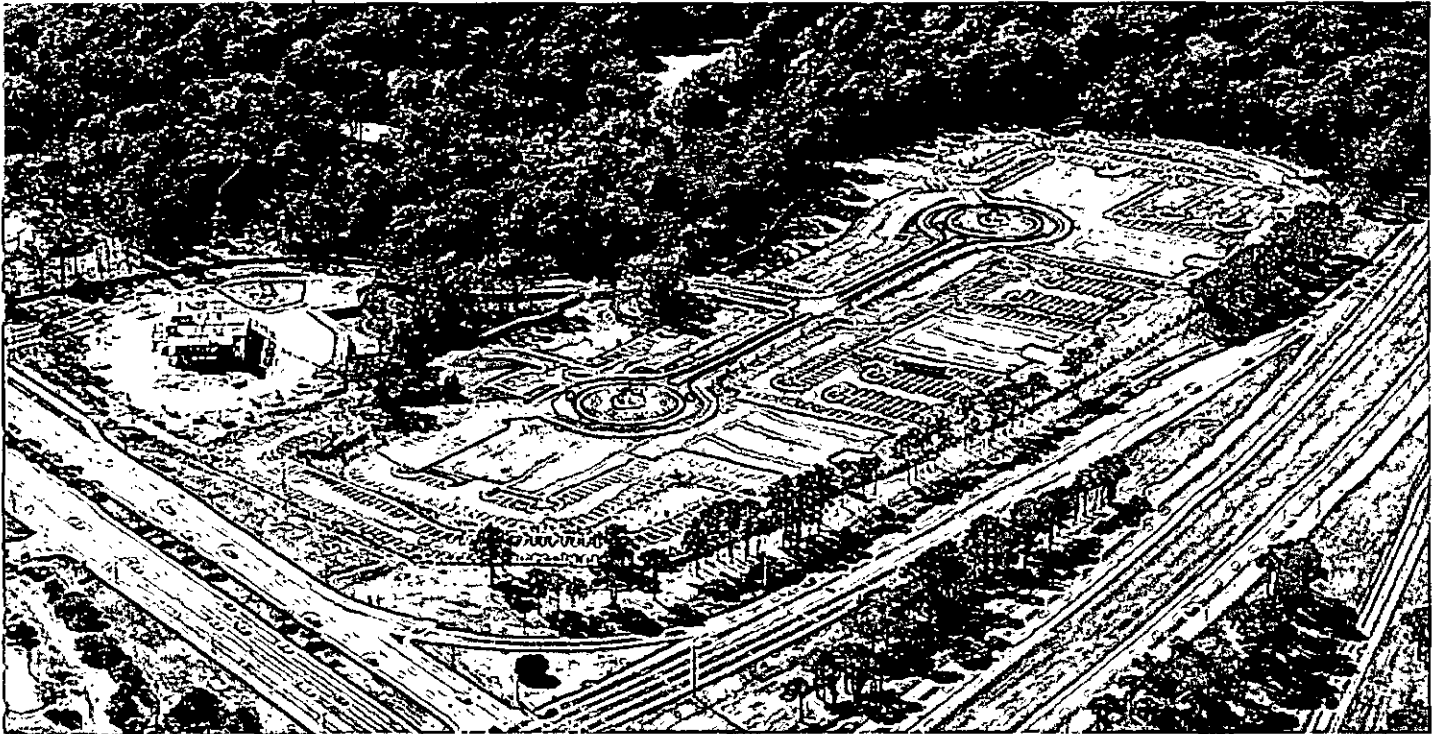


i n n o v a t i o n v i a d e s i g n

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METROPOLITAN CORPORATE CENTER

Subdivision & Site Development



LOCATION

Tallahassee, Florida

OWNER

Middlebrook Investment
Group and Kids Ventures, Inc.

CONTACT

Hal Middlebrooks
850-510-0375

DATE COMPLETED

2006

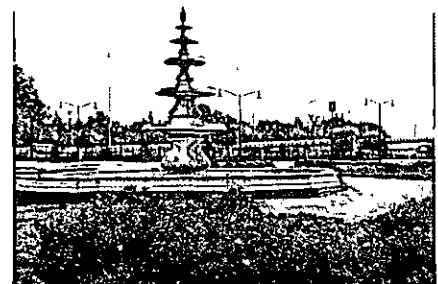
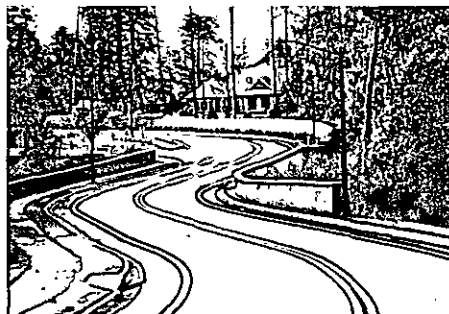
INOVIA RESPONSIBILITIES

Planning, Subdivision,
Land use and Re-zoning,
Design, Environmental
Permitting, Construction
Administration

Subdivision design and PUD rezoning for a mixed use development, including 6 estate residential lots and 7 commercial lots to support 300,000 SF of Class A premium professional office space located at the I-10/ US 319 Gateway to the City of Tallahassee.

This project is a marquis accomplishment for Inovia. It presented a number of design challenges and emphasizes Inovia's abilities in design and problem solving, including:

- Skewed alignment of the entrance intersection
- Coordination with FDOT on improvements to the I-10 interchange
- Protection of and mitigation for regulated environmental features
- Optimization of design to maximize use of developable land in a manner acceptable to the surrounding neighborhoods while working around 24" diameter high pressure gas main and easement.
- Utility extensions for water and sewer, with consideration to wet system fire protection for the proposed building



innovation via design

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DR. FISCH VETERINARY CLINIC



Subdivision & Site Development



LOCATION

Tallahassee, Florida

OWNER

Dr. Stephen Fisch, D.V.M.

CONTACT

Dr. Stephen Fisch, D.V.M.
850.386.3619

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Site Development, Stormwater
Management and
Environmental Permitting

Inovia provided engineering design services for a 23,000 sf large animal breeding facility for Dr. Stephen Fisch, DVM in rural Leon County. The project was designed and permitted in accordance with Leon County regulations. This facility is the largest of its kind in the area and provides primarily equestrian services. Inovia is also responsible for the site development and environmental permitting for the stormwater management facility. The stormwater design required an automated irrigation system to achieve volume recovery

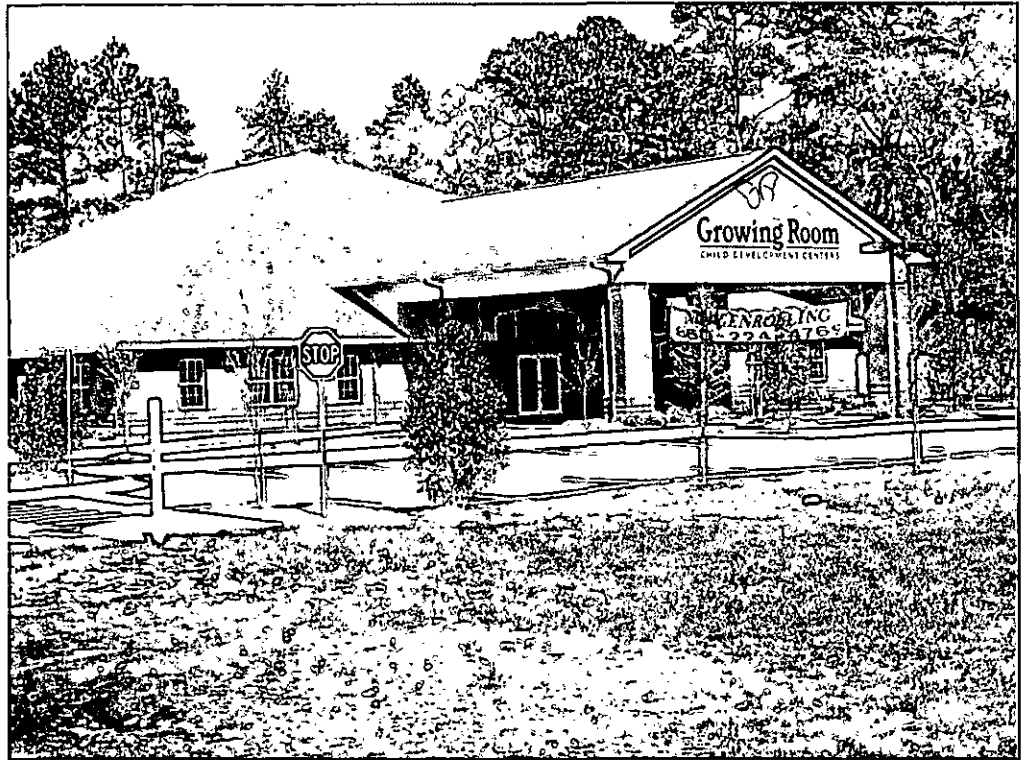


innovation via design

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PERSIMMON 100

Subdivision & Site Development



Persimmon 100 is part of a larger unified subdivision called Persimmon Hills. The Persimmon 100 site was developed to accommodate a 14,204 square foot daycare that is now home to the Growing Room Child Development Center. A drive through bank was also permitted and incorporated into the design, but construction on that phase has not begun. Inovia was responsible for site development, stormwater management, and permitting, including coordination with FDOT.

LOCATION

Tallahassee, Florida

OWNER

Persimmon, LLC

CONTACT

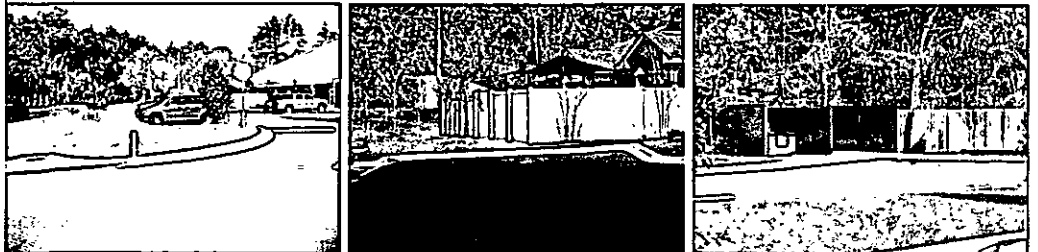
Robert Parrish
850.891.3330

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Planning, Site Development,
Stormwater Management, and
Environmental Permitting



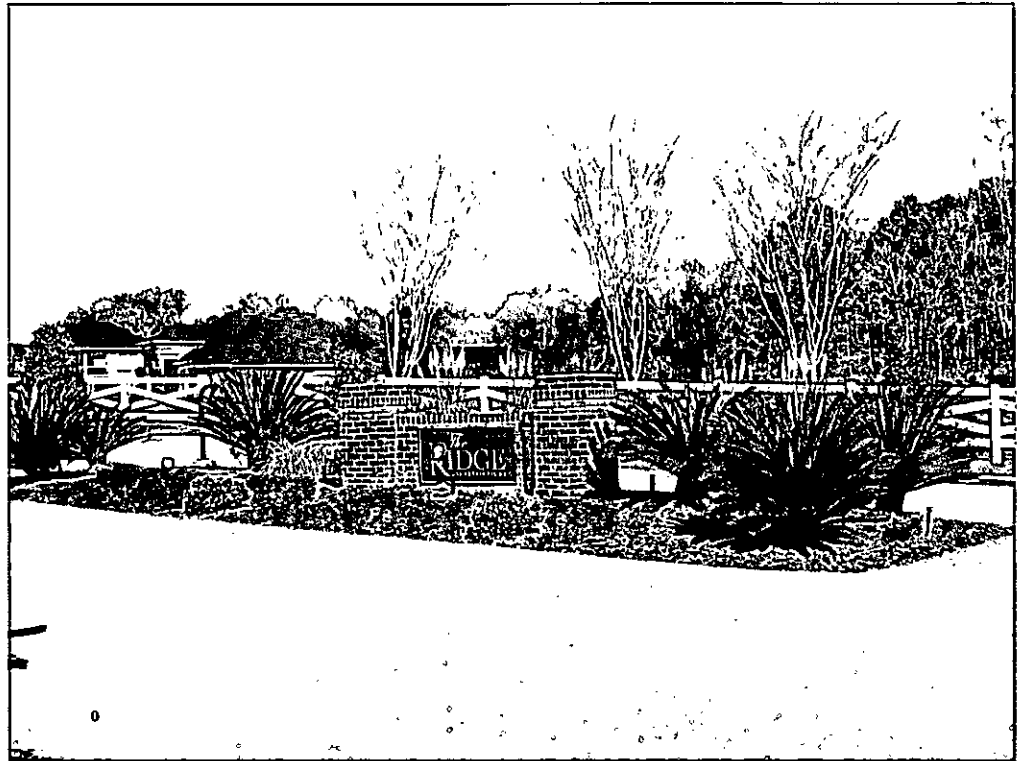
innovation via design

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RIDGE AT VELDA DAIRY SUBDIVISION



Subdivision & Site Development



This project consisted of the transformation of a subdivision and former agricultural parcel into 25 single family residential lots. Extensive permitting requirements due to the projects location and accommodation of regulated environmental features were determining factors in the project design.

Inovia collaborated with Roy Ashley and Associates, an Atlanta, Georgia based Planning/landscape architecture firm on this project.

LOCATION

Leon County, Florida

OWNER

Booth Holdings, LLC

CONTACT

Hurley Booth
850.222.7934

DATE COMPLETED

2008

INOVIA RESPONSIBILITIES

Planning, Subdivision Design,
Stormwater Management,
Environmental Permitting, and
Construction Administration



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i n n o v a t i o n v i a d e s i g n

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FRANKLIN COUNTY NURSING HOME

Subdivision & Site Development



LOCATION

St. James Island-Franklin
County, Florida

OWNER

Smith-Packett Roanoke, VA

CONTACT

Scott Miller
540.774.7762

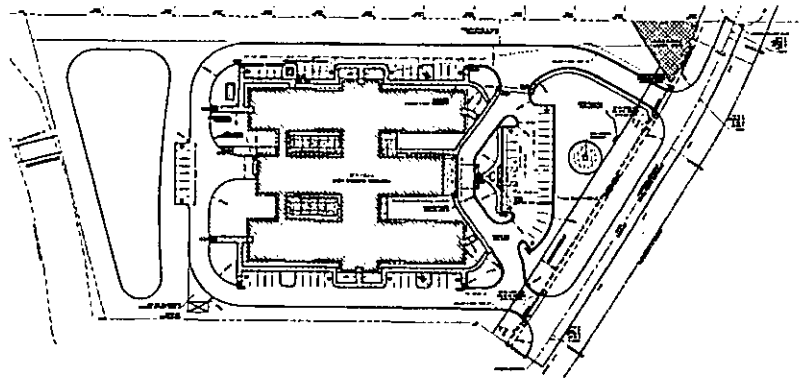
DATE COMPLETED

2008

INOVIA RESPONSIBILITIES

Site Plan
Environmental Permitting

Design of site work and improvements for a 90 resident, 40,000 gsf nursing home facility. Features of the project included wet detention storm water management facilities for water quality treatment and utility extensions from the local utility provider to the site.

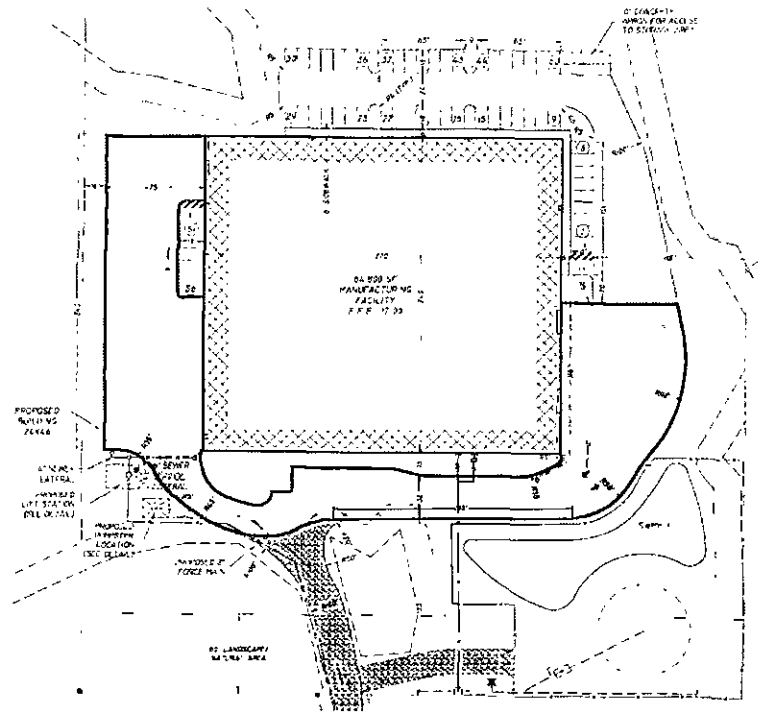


i n n o v a t i o n v i a d e s i g n

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HEXAPORT BUILDING SYSTEMS

Subdivision & Site Development



LOCATION

Carrabelle, Florida

OWNER

Hexaport Building Systems of Florida, LLC

CONTACT

John McInnis
850.697.2727

COMPLETION DATE

2007

INOVIA RESPONSIBILITIES

Site Design and Environmental Permitting



greensteelhomes™

Hexaport Building Systems of Florida, LLC (HBS), also known as Green Steel Homes constructed a 64,800 square foot manufacturing facility in Carrabelle, located on property owned by the City of Carrabelle. **This project was undertaken through an Economic Development Grant as part of the State's CDBG program.**

Funding for the infrastructure to serve the manufacturing facility was by grant monies applied for by the City of Carrabelle. The City of Carrabelle expended grant monies and general fund monies to support this very important industry which created jobs for the community.



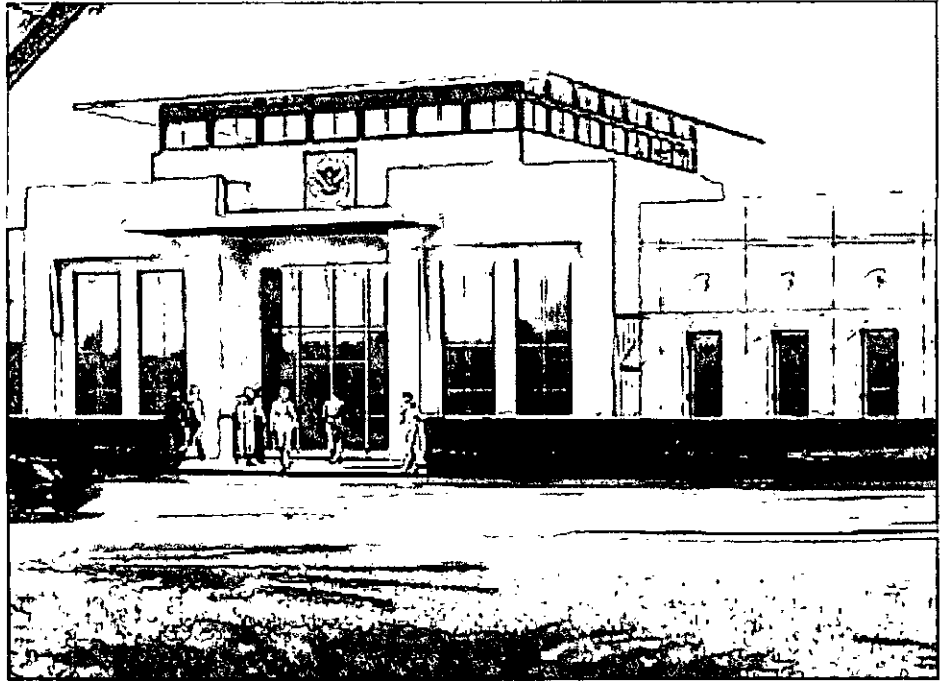
i n n o v a t i o n v i a d e s i g n

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IMMIGRATION CUSTOMS & ENFORCEMENT FACILITY



Subdivision & Site Development



LOCATION

Tallahassee, Florida

OWNER

West Second Street
Associates, LLC

CONTACT

John Sabty
810.239.1199

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Planning, Site Development
and Environmental
Permitting

Inovia is responsible for the site development and environmental permitting for the Immigration Customs and Enforcement Facility located in Tallahassee, FL. In addition to standard site development engineering, Inovia employed numerous Green Building practices to help the project achieve LEED Certification. Techniques included xeriscape landscape practices, preservation of existing habitat, and treatment of stormwater runoff.



i n n o v a t i o n v i a d e s i g n

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

Section C - Willingness To Meet Schedule and Budget Requirements

Inovia will meet the schedule and budget requirements for projects administered under this contract. Our ability to meet these objectives is substantiated by the amount of repeat business that we have with our clients. Our project management process, which includes internal budget and scheduling software, allows us to monitor the progress of any project on an up-to-date daily basis. This perspective permits us to evaluate remaining components of the project to be completed and to project time and resources that will be necessary to bring the project to successful completion, on time and within budget.

County project managers that we have worked with are familiar with our sequentially numbered and correlated scope statement/fee calculation worksheet/Microsoft Project schedule. It is the primary tool that we use to define our role in the project. We will apply this system to all projects for this contract.

Our experience with Leon County Public Works has lead us to understand the budgeting process each of the County's project managers must adhere to. We understand that before a project can be funded, the County's project manager must report an estimate of project costs including soft cost and hard cost. The County's project manager must be able to rely upon the consulting engineer to develop these costs. The Inovia design team strives to be as accurate as possible and include a contingency amount in our construction cost estimate. We follow FDOT construction cost history and recent unit price averages closely when preparing our estimates.

Our goal is to provide a cost estimate for budget reporting purposes that is accurate and able to be backed up. This detailed approach is driven by the philosophy that at the end of the day it is never our objective to be the low bidder on the project!

Section D - Effect of Firm's Recent, Current and Projected Workload

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The fact that there are fewer project opportunities than there were three or four years ago has resulted in less work and shorter backlog times for most firms, and Inovia is no exception. The following table illustrates projects currently under contract and the following page illustrates the availability of our staff for new project commitments.

Projects Currently Under Contract

Project Name	Project Description/Phase	Design Services Completion Date
Lafayette Heritage Trail Bridge	Final permitting phase for ped. bridge	June, 2011
Scipio Creek Commercial Basin	Initial Design Phase	September, 2011
Lawndale Road Drainage	Final Permitting Phase	May, 2011
Ben Boulevard Drainage	Initial Permitting Phase	August, 2011
Edinburgh Drainage	Possible Redesign	September, 2011
Autumn Woods Drainage	60% Final Design Plans	June, 2011
Mitcham Drive Floodwall	Initial Permitting Phase	June, 2011
Misc. Minor Projects	Varies	May, 2011

Based on the above table the completion of projects currently under contract occurs within six months of this writing. Please refer to the chart on the following page which shows that currently our staff has an average of 52% of time available for new project commitments. Projects resulting from this contract can be easily absorbed and work may commence immediately.

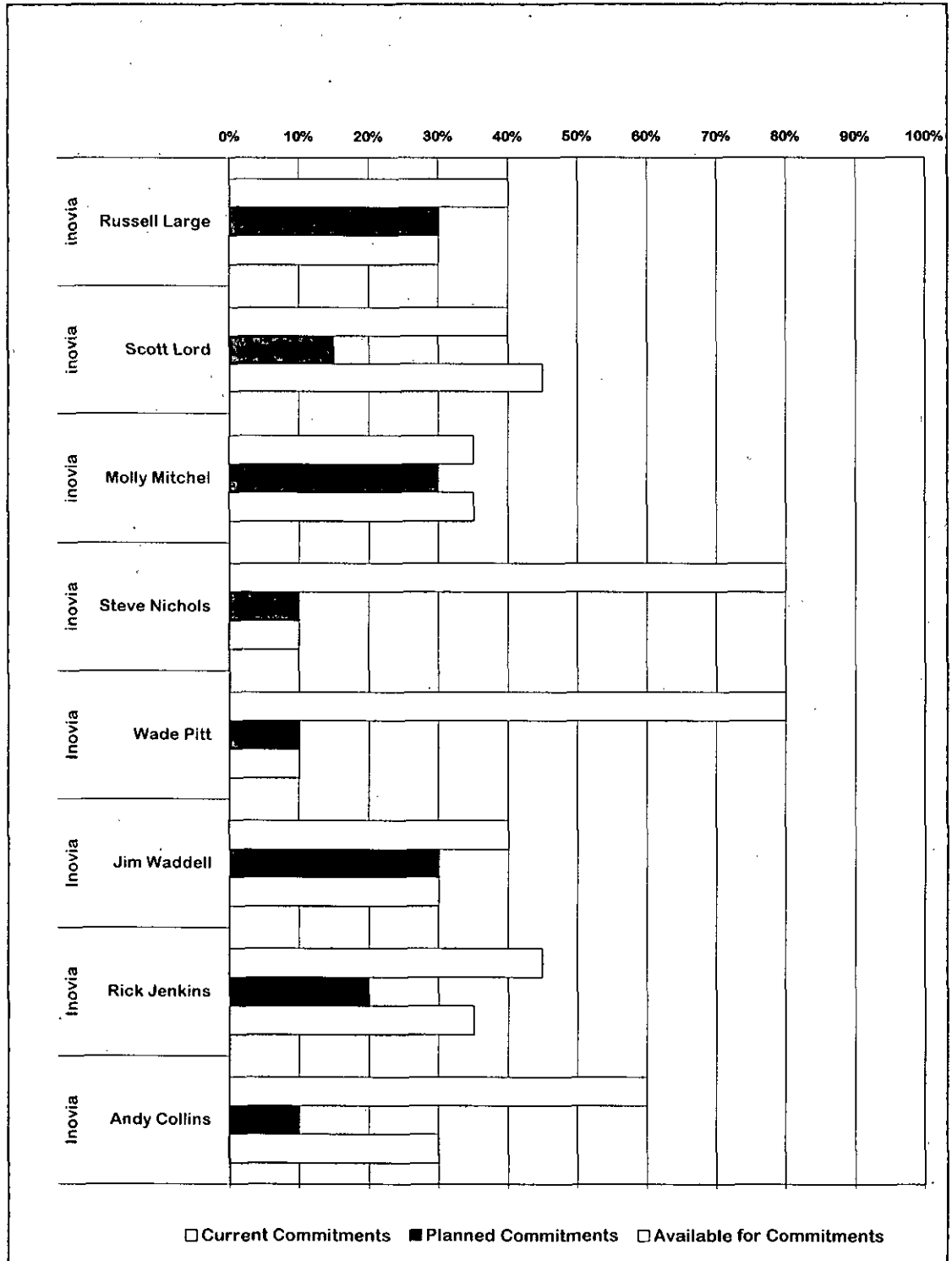
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Section D - Effect of Firm's Recent, Current and Projected Workload



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Section E - Effect of Project Team Location

Location

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The Inovia Team for this project is comprised of Tallahassee-based small firms with various areas of expertise to serve the County. In fact, it may be stated that our team truly boasts global project experience with a "local" touch. The leadership of the Inovia Team includes:

Jim Waddell, P.E.
Inovia Consulting Group
Principal



Mr. Waddell's professional experience spanning 23 years includes land development projects, roadway design, major utility rehabilitation and replacement projects, commercial site planning, environmental studies and permitting, public administration assistance to support funding of client capital improvements programs, development management and construction administration. Jim is a member of the Florida Engineering Society, National Society of Professional Engineers, American Society of Civil Engineers, and is registered in Florida, Georgia, Alabama and Mississippi.

Russell Large, P.E.
Inovia Consulting Group
Principal



Mr. Large's professional experience span of 17 years includes a well-rounded variety of civil engineering experience including highway design, residential subdivisions in excess of 2,000 units with dedicated public infrastructure, a variety of flood relief projects, and commercial office developments totaling 250,000 sf of gross floor area. Russell has designed and permitted many miles of water and sewer infrastructure extensions from both the City of Tallahassee and Talquin Electric systems to private and public projects in the County.

Kevin Pope
Pope Environmental, Inc.
Sub Consultant

Mr. Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. He has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation. He personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education and conservation services.

Section E - Effect of Project Team Location

Judy Hayden, P.E.
Environmental and Geotechnical Specialists, Inc. (EGS)
Sub Consultant

Judy Hayden, P.E. and the M/DBE firm of Environmental and Geotechnical Specialists, Inc. (EGS) provide the specialty services associated with environmental and geotechnical engineering. EGS is highly qualified and has an outstanding work experience in Leon County and throughout north Florida. The staff at EGS has been providing professional services in this area since 1992.

John Matthews, PSM
HSA Consulting Group
Sub Consultant

HSA Consulting Group (HSA) brings over 20 years of surveying experience in this local area to our team. HSA is well versed in survey methods necessary for accurate control and compilation of data, as well as utilization of photogrammetry to create a complete base file for projects. Inovia regularly engages HSA as a team member for roadway and drainage projects due to their expertise in the field; they are a very valuable and important member of our team.

Inovia Team Location Summary

Firm	Role	Location
Inovia	Prime	Tallahassee
Pope Environmental, Inc.	Sub Consultant	Tallahassee
EGS	Sub Consultant	Tallahassee
HSA Consulting Group	Sub Consultant	Tallahassee

Section F - Approach to the Project

Approach to the Project

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

Work Category: Subdivision and Site Development Engineering

General

Inovia's core business since inception has been within the land development market, which has included both public and private sector clients. The scope and variety of projects has ranged from comprehensive plan amendments and formulation of Planned Unit Development plans to smaller commercial site plans and residential subdivisions. As with all projects in which we are engaged, innovative solutions are developed which optimize the use of the land to achieve client and market driven objectives. These solutions, nevertheless, are balanced with an environmentally sound approach to meeting regulatory criteria and protecting the natural features of the site. The Growth Management processes require that we maintain productive professional relationships with Growth Management and Public Works staff. In many instances, Leon County ultimately becomes the end user of elements of the project in that it will assume maintenance responsibility. Therefore, it is crucial that Inovia and Leon County staff work together to assure the end product is constructed to county standards and that it is functional from both a serviceability standpoint as well as for long term maintenance.

Project Management

In addition to our technical expertise, we believe our organizational structure will serve Leon County Public Works by providing prompt response to requests and exceeding expectations of service. Wade Pitt, former Land Use Administrator for the City of Tallahassee, and current Project Manager at Inovia, and Russell Large, Principal, will coordinate all contact with Leon County's Project Manager. When an assignment is received, a meeting will be held to determine project expectations, goals, budget, and affected stakeholders. It will then be determined if an initial planning phase will be necessary to successfully implement the best project solution. The planning phase will be beneficial to assure that all critical issues are known and addressed before the final design is complete and therefore prevent costly post design alterations to the assignment. After the meeting, a detailed Scope of Services, Project Schedule, and Man-Hour Estimate will be prepared and submitted for the project. Project deliverables and submittal dates will be included for approval by Leon County. The submitted Scope of Services, Schedule, and Man-Hour Estimate will be interrelated such that a particular task could be tracked in each document. Once approved and a purchase order issued, work will commence with predetermined periodic progress reports with pertinent status information. Our management team will provide extensive hands-on service to allow for efficient coordination of the assignment.

Internal Project Coordination

Inovia will hold internal meetings to establish project status and critical work necessary to produce quality documents for a scheduled submittal. In addition, time for a thorough Quality Control review will be included in the document preparation process. The review will be set so as to include all revisions and changes required for a given submission. Documentation of the review will be maintained until the assignment is completed and accepted by Leon County.

Section F - Approach to the Project

External Project Coordination

Coordination with other agencies will be conducted with the consent of the Leon County Project Manager. Phone conversations, email communication, and meetings will be documented and retained in the project file and copies shared with the Leon County Project Manager.

Sub-Consultant Coordination

Any Sub-Consultant required for a particular assignment will be managed through regular meetings and a thorough examination of work documents for completeness and clarity.

Agency Coordination

Coordination with any outside agencies with respect to the project will be conducted by the project manager or his designee. Meetings of significance with these agencies will be scheduled in advance to allow the County's Staff the opportunity to attend and participate. All communication with outside agencies will be recorded and incorporated into the project file.

Public Involvement

The Inovia team is well versed in the process of meaningful public involvement. Our earliest experiences in this aspect of the project has emphasized that successful public involvement is based on three fundamental factors: communication, communication and communication. We have developed a clear and concise package of digital, graphic, written and orally presented materials that is effective in delivering the message of the "who, what, where and why" on our projects. **County Public Works staff and Inovia have presented multiple projects in recent months. We declare that those public information meetings have been a great success. Inovia is proud to have learned that our template and format for a portion of our presentation materials has been shared by the County with other consultants as a preferred method and approach.**

On the personal side of this approach component, we believe that our ability to communicate with the public is based on the fact that we all share with the public the same collective concerns about the neighborhoods in which we live. We take great pride in the ability to distill often technically complex issues about the project into "meaningful conversation", void of aggression or some form of superiority complex, just neighbor to neighbor.

Quality Control

The Internal Organization of Standardization defines quality as the "degree to which a set of inherent characteristics fulfills requirements." Our team believes that the term "quality" should be more highly regarded. We have learned quality is also a measure of esteem which entails fully addressing all requirements with accuracy, expediency, and care, not simply meeting requirements outlined by the scope. In other words, quality is not just found in the result, it is also found in the process. For projects to live up to standards of high quality, constant monitoring of the process is in order. Inovia's Quality Control Process has evolved to be effective in reducing error and delay in the design and permitting process.

Included in the Quality Control Plan are standard, best quality practices which ensure that we provide exceptional services to each client. Each member of our staff and our sub consultants recognize the importance of quality and the responsibility they undertake as we work with the County. The Inovia Team's sense of personal responsibility promotes care in the work produced through the design pro-

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i n n o v a t i o n v i a d e s i g n

Section F - Approach to the Project

cess.

Checklists, which are project-tailored and dispersed at the onset of the project, are important assets when performing quality control reviews. For this contract, we have placed particular emphasis on the details of design elements identified in the scope and during our field reviews. One of the first things we will do is meet with our survey sub consultant and create a checklist of special areas where specific survey information is needed. All survey elements will be identified by this checklist prior to fieldwork commencing, and they will be used during the quality control process as well. The same process will be used as Inovia begins our work effort and again with other sub consultants.

Inovia also uses standard, industry accepted methods when reviewing design documentation which includes checking, rechecking, and verification. When each design document is completed, the originator signs and marks the plans with Inovia's QC stamp. After a redline review, the reviewer returns the signed and dated redline plans to the originator for correction. The originator corrects the red-lined sheets, highlighting them in yellow as corrected. After correction, the reviewer verifies the corrections, highlighting in blue. The corrected plans are then given to a third party to verify that the QC process has been followed and completed correctly. Each time plans are originated, reviewed, or corrected the responsible party must sign and date the QC stamp. This process is repeated until the drawings are approved by all reviewers. The implementation of this Quality Control Process ensures that we deliver quality and successful projects.

Responsiveness

While we do not anticipate all of the assignments under this contract to be extremely time-critical, we understand that some assignments will be. Doing so requires being ready to mobilize at a moment's notice. At Inovia, we have become proficient at quickly mobilizing and responding to project issues and developing strategies for resolving project tasks in a timely manner. With this training in "fire-fighting", we are confident in our ability to effectively and efficiently respond to time critical tasks. As a small firm, we are flexible and adaptive and will be able to use this to the County's advantage on this contract.

In addition to our firm's "fire-fighting" capabilities, our Contract Manager takes great pride in being responsive. He understands that answering and returning phone calls and emails is critical to providing quality consulting services. Communication and coordination are critical in our pursuit of providing excellent consulting services.

Dedication

We believe the most vital component to providing excellent consulting service is to be dedicated and committed to serving the client. This dedication creates the drive to go the extra distance to ensure success for the client. Our commitment to the County on this contract is to provide the full resources of our team members to meet the needs of the County.

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i n n o v a t i o n v i a d e s i g n

Request for Proposals

Leon County, Proposal Number BC-03-17-11-25

Civil Engineering Services, Continuing Supply
Work Category: Utility Engineering
2:00 PM, March 17, 2011



i n n o v a t i o n v i a d e s i g n

SECTION 1 - General Information Applicable to All Work Categories

- A - Contractor Information
- B - Executive Summary
- C - Required Forms

SECTION 2 - Specific Proposal Information for Each Work Category

- A - Ability of Professional Personnel
- B - Experience With Projects of Similar Type and Size
- C - Willingness to Meet Schedule and Budget Requirements
- D - Effect of Firm's Recent, Current and Projected Workload
- E - Effect of Project Team Location
- F - Approach To The Project

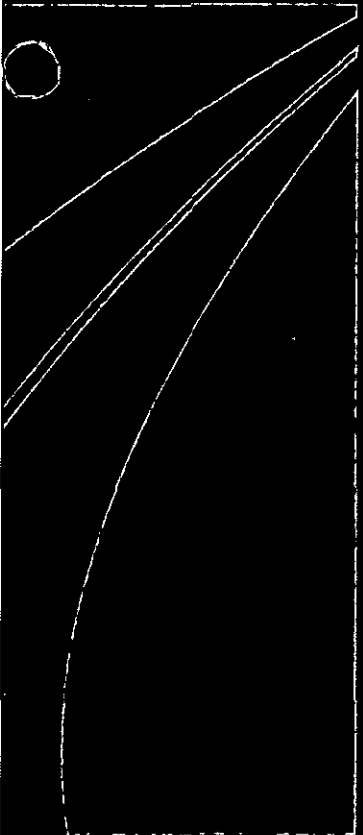
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i n n o v a t i o n v i a d e s i g n

**Section 1 - General Information Applicable
To All Work Categories**



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i n n o v a t i o n v i a d e s i g n

A - Contractor Information

Contractor:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

Responsible Office:

L&W Engineering, Inc. D/B/A Inovia Consulting Group
930 Thomasville Road, Ste, 200
Tallahassee, Florida 32303
850-298-4213 office
850-298-4498 fax

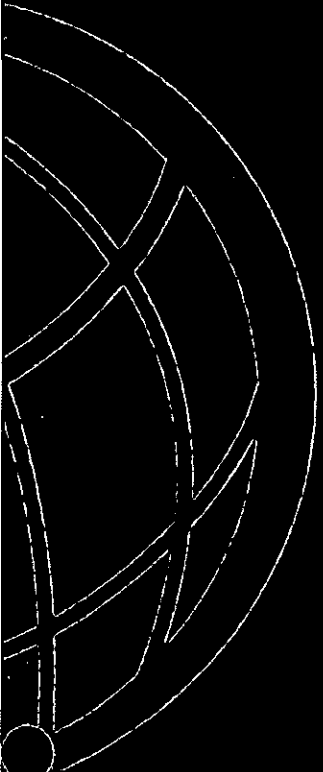
Contact Person:

Russell T. Large, P.E.
850-298-4213 office
850-545-3344 cell
RTL@INOVIAGROUP.COM

inovia



i n n o v a t i o n v i a d e s i g n



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i n n o v a t i o n v i a d e s i g n

**Request for Proposals for
Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25
Board of County Commissioners, Leon County
March 17, 2011**



**Purchasing Division
1800-3 Blair Stone Road
Tallahassee, FL 32308**

Inovia Consulting Group is pleased to submit this proposal for civil engineering services to Leon County. In the past we have enjoyed a successful relationship with the County in support of capital improvement projects and other various engineering projects, and we are eager to continue a successful relationship under this contract.

FIRM BACKGROUND

Founded in 1999, Inovia Consulting Group provides consulting engineering services in the disciplines of general civil engineering, roadway design, utility engineering, structural engineering, environmental permitting and land planning. Through 11 years of operation and over 30 years combined engineering experience, the firm's managing principals, Jim Waddell, P.E. and Russell Large, P.E., have focused the company based upon a simple business philosophy:

"To develop a genuine professional relationship with our clients by taking a proactive interest and approach to the success of their projects."

INOVIA'S COMPETITIVE ATTRIBUTES

Adherence to this philosophy is demonstrated by the project successes we have experienced through our recent involvement with Leon County Public Works projects. We believe our professional relationship with the County is successful due to several factors summarized as follows.

- Inovia is a local firm that focuses primarily on local projects. We have direct knowledge and, in some cases, design information related to potential projects under this contract.
- Inovia is a small firm which has the flexibility and aggressiveness to execute project

requirements very quickly.

- Inovia's company ownership is "hands-on" and has direct involvement in project management and engineering issues which expedites the development of engineering solutions for our clients.
- Inovia's commitment and dedication to our clients, the quality of our work product, and to the public at large.
- Inovia staff has the ability to communicate effectively, both written, graphically, and orally with clients and the public on projects with which we are engaged.

We understand the importance of keeping our customers in mind during the development of various project responsibilities. Our customers are many and include not only the public at large, but intermediate and future users of our work product such as Leon County staff, contractors, material suppliers, and many others. Inovia will always strive to provide the highest level of quality and service to all our customers. We know that working side-by-side with Leon County staff and effectively communicating and coordinating efforts during design is critical to the overall success of projects under this contract.

TEAM CAPABILITIES

Our staff brings experience to the firm in the production and management of engineering projects which range from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, Structural engineering to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Numbers: EG-03-17-11-25

March 17, 2011

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals:	2 Registered PE's
Project Managers:	2 Registered PE's
	1 Non-Registered
Project Engineers:	2 Registered EI's
Technical Support:	2 Non-Registered
Administrative:	1

In accordance with the Request for Proposals, Inovia is submitting this proposal for consideration in the following work categories.

1. Stormwater Engineering
2. Roadway Design
3. Structural Engineering
4. Subdivision and Site Development
5. Utility Engineering

The inclusion of sub consultant team members from HSA Consulting (survey services), Pope Environmental (environmental services), and EGS (geotechnical services) complete a team with unrivaled capability to successfully complete tasks that may be assigned under this contract. Our relationship with each of these firms has developed over many years of working experience and we are confident in their abilities and our working relationship with them. Although there is not an M/WBE aspirational target prescribed for this RFP, **all** of our sub consultant team members are Leon County M/WBE certified, and as such we expect fees to these sub consultants to exceed 20% for this contract.

COMMITMENT

Through this combination of firms and key personnel, we offer for your consideration a Team that has the commitment that is essential to meet your needs and exceed your expectations for customer service, responsiveness, and quality. We understand the

importance of timely response and quality service.

We appreciate the opportunity to submit this proposal for this very important contract. We are excited about the potential to present our Team and project approach in greater detail during the formal selection process. Thank you for your consideration.

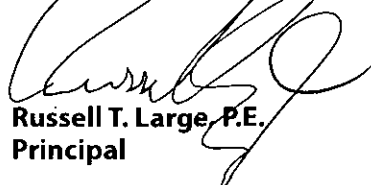
RESPONSIBLE OFFICE

The responsible office will be the Tallahassee office of Inovia Consulting Group, and the authorized respondent is:

Russell T. Large, P.E., Principal
Inovia Consulting Group
930 Thomasville Road, Suite 200
Tallahassee, Florida 32303
Phone 850.298.4213
Fax 850.298.4498
RTL@INOVIAGROUP.COM

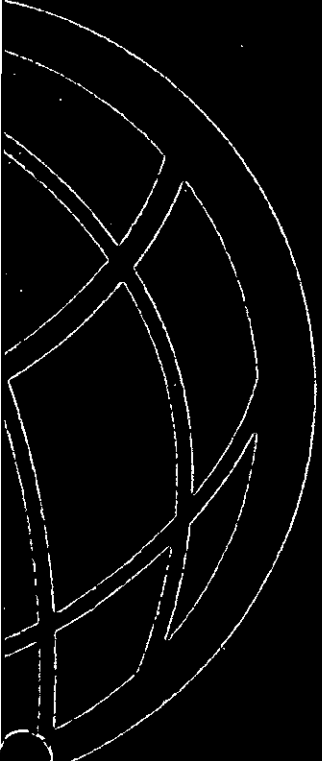
The proposal submitted herewith is in all respects fair and in good faith without collusion or fraud and I have the authority to bind the principal proponent.

Respectfully,
INOVIA CONSULTING GROUP


Russell T. Large, P.E.
Principal



Blank area for required forms.



inovia



innovation via design

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
 Proposal Number: BC-03-17-11-25
 Opening Date: Thursday, March 17, 2011 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET


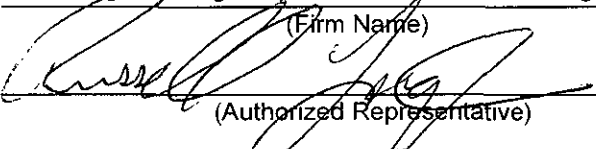
THIS PAGE IS TO BE COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing Director

John Dailey, Chairman
 Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

BY		<u>L&W Engineering, Inc. D/B/A Inovia Consulting Group</u> (Firm Name)  (Authorized Representative) <u>Russell T. Large, P.E.</u> (Printed or Typed Name)
ADDRESS		<u>930 Thomasville Road, Ste. 200</u>
CITY, STATE, ZIP		<u>Tallahassee, Florida 32303</u>
TELEPHONE		<u>850-298-4213</u>
FAX		<u>850-298-4498</u>

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 3 Mar 11 Initials [Signature] Addendum #3 dated _____ Initials _____
 Addendum #2 dated 8 Mar 11 Initials [Signature] Addendum #4 dated _____ Initials _____

PLEASE MARK WHICH CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:

- | | |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input checked="" type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input checked="" type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

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KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 8, 2011

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

ADDENDUM #2

Dear Vendor:

This letter serves as Addendum #2 for the above referenced project.

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

A handwritten signature in cursive script, appearing to read "Keith M. Roberts".

Keith M. Roberts
Purchasing Director

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

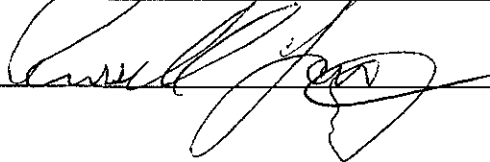
**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) (Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: L&W Engineering, Inc D/B/A Inovia Consulting Group

Signature:  Title: GENERAL

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 17 day of MARCH, 2011.

Personally known


NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires _____



The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:

Title:

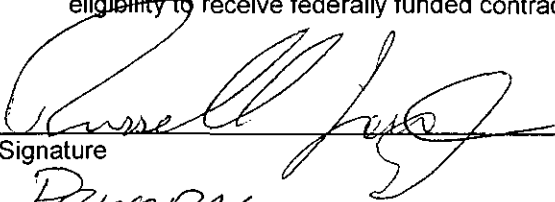
Firm:

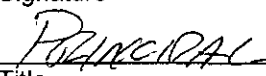
L&W Engineering, Inc. D/B/A Inovia Consulting Group

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature


Title

L&W Engineering, Inc. D/B/A Inovia Consulting Group

Contractor/Firm

930 Thomasville Road, Ste. 200, Tallahassee, Florida 32303

Address

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurance sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General
Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:

Indicate Best Financial Classification:

X A

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name NANCY SAUNDERS
Typed or Printed

Signature Nancy Saunders

Date 3-17-11

Title _____
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

OP ID: HAST

DATE (MM/DD/YYYY)

03/16/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Messer Insurance Group, Inc.
 1403 Maclay Commerce Drive
 Tallahassee, FL 32312
 Will Messer

850-894-8222
 850-894-8228

CONTACT NAME: **Stacy Hale**
 PHONE (A/C, No., Ext): **850-894-8222**
 E-MAIL ADDRESS: **stacy@messer-insurance.com**
 PRODUCER CUSTOMER ID #: **INOVI-1**

FAX (A/C, No.): **850-894-8228**

INSURED **Inovia Consulting Group**
 Suite 200
 930 Thomasville Road
 Tallahassee, FL 32303

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Maryland Casualty Company	19356
INSURER B :	Zenith Insurance Company	13269
INSURER C :	Mapfre Ins. Co. of Florida	34932
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY			GV08100622-1	06/22/10	06/22/11	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
A	<input type="checkbox"/> UMBRELLA LIAB			PAS040676968	06/01/10	06/01/11	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DEDUCTIBLE						\$
	RETENTION \$						\$
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Z048293207	06/01/10	06/01/11	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	<input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

LEON-21

Leon County
 Small Business Enterprise
 Office
 3420 W. Tharpe Street
 Tallahassee, FL 32303

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Will Messer

Will Messer

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ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2010

PRODUCER
ISU Suncoast Insurance Assoc
 P.O. Box 22668
 Tampa, FL 33622-2668
 813-89-5200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Inovia Consulting Group,
L & W Engineering, Inc., dba
930 Thomasville Rd., Suite 200
Tallahassee, FL 32303

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: XL Specialty Insurance Company	37885
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


NSR ADD'L TR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OTHER Professional Liability	DPR9686401	08/17/10	08/17/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER **CANCELLATION 10 Days for Non-Payment**

For Proposal Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE


IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: L&W Engineering, Inc. D/B/A Inovia Consulting Group	
Current Local Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address: 4 years	
Home Office Address: 930 Thomasville Road, Ste. 200 Tallahassee, Florida 32303	Phone: 850-298-4213 Fax: 850-298-4498

Russell Large
Signature of Authorized Representative

16 Mar 11
Date

STATE OF FL
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17 day of MARCH, 2011.

By RUSSELL LARGE, of L+W ENGINEERING
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Nancy Saunders
Signature of Notary

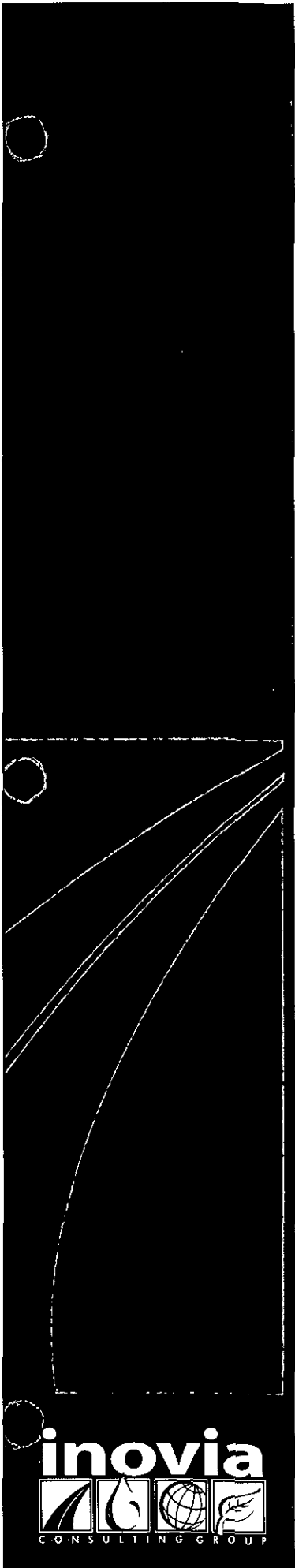
Return Completed form with supporting documents to:

Leon County Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary
NANCY SAUNDERS
Commission DD 822960
Expires October 18, 2012
Insured Thru Troy Fair Insurance 900-385-7019

Serial Number, If Any

**Section 2 - Specific Proposal Information
For Each Work Category**



i n n o v a t i o n v i a d e s i g n

Section A - Ability of Professional Personnel

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our staff brings experience to the firm in the production and management of engineering projects, ranging from complete utility system rehabilitation and replacement, major highway interchange design, stormwater improvement projects, to local land development and permitting. The professional staff of Inovia takes pride in its capability to manage a variety of projects with a high degree of efficiency and professionalism.

The staff of Inovia includes managing principals, project managers, design engineers, as well as technical and administrative support staff and college students participating in an intern program. Inovia's staff, which currently totals 10, may be categorized as follows.

Managing Principals: 2 Registered PE's
Project Managers: 2 Registered PE's, 1 Non-Registered
Project Engineers: 2 Registered EI's
Technical Support: 2 Non-Registered
Administrative: 1

Inovia Staff Which May Be Assigned Work

Staff Category	Staff Name	Years of Experience
Managing Principals	Russell T. Large, P.E.	17
	Jim Waddell, P.E.	23
Project Managers	Rick Jenkins, P.E.	9
	Wade Pitt	34
	Steve Nichols, P.E.	36
Project Engineers	Scott Lord, E.I.	10
	Molly Mitchel, E.I.	1
Technical Support	Andy Collins	19
	Paul Web	2

Inovia Sub Consultant Team

Firm	Role	Specialty
Pope Environmental, Inc. (W/MBE)	Sub Consultant	Environmental Services
EGS (W/MBE)	Sub Consultant	Geotechnical
HSA Consulting Group (W/MBE)	Sub Consultant	Survey

Resumes of Key Personnel

The following information includes resumes for the personnel listed above including personnel for our sub consultant team members.

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Jim Waddell, P.E.
Principal



Professional Overview

Mr. Waddell has 20 years of experience in design and project management covering a vast array of project types. His experience has included roadway design, major utility rehabilitation and replacement projects, commercial site planning and land development projects, environmental studies, environmental permitting, and public administration assistance. Mr. Waddell is a founding principal of Inovia Consulting Group.

Relevant Experience

Metropolitan Corporate Center Planned Unit Development— Tallahassee, Florida

MIG, Ltd/Kids Ventures, Inc.

Principal author and project manager for land planning and rezoning for the southwest quadrant of the Interstate 10/Thomasville Road (US Hwy 319) to develop a 300,000 gsf premier professional office park. Services included preparation, submittal and approval of large scale comprehensive plan land use map amendment and PUD Rezoning application with supporting documentation, natural features inventory, environmental variance and mitigation for impacted regulated natural features, alignment alternatives analyses for the extension of Metropolitan Boulevard entrance to the development, Concurrency and neighborhood involvement, to include technical assistance in preparing a Neighborhood/City Developer Agreement.

Centerville Farms Planned Unit Development— Tallahassee, Florida

Conservation Community Group, LLC

Project manager responsible for technical assistance to the Client for preparation submittal and approval of a large scale comprehensive plan land use map amendment for a 1,000 acre residential development, regarded by some in local government as Leon County's model conservation subdivision, public involvement programs to include neighborhood informational meetings, Natural Features inventory, technical assistance in preparation of PUD Rezoning application.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 46019
GA No. PE031985
AL No. 28556-E
MS No. 18067

YEARS OF EXPERIENCE

23

AFFILIATIONS

Florida Engineering
Society
American Society of Civil
Engineers
National Society
of Professional Engineers

inovia

innovation via design

930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

inovia



Jim Waddell, P.E.
Principal

(continued)

Marion Street Transit Parkway— Tampa Central Business District

Hillsborough Regional Transit Authority

Design Engineer for a 9-block (approximately 1 mile) urban realignment project located in the Tampa Central Business District. The project involved realignment and construction of the corridor from a 4-lane, 1-way urban roadway to a 2-lane, 2-way urban bus and pedestrian mall.

Responsibilities included preparation of final design plans and specifications, utility coordination, coordination with FDOT District VII, construction contract administration and services during construction. Specific design element of the project with which Mr. Waddell was involved as design engineer included geometric design of the urban section roadway, drainage design involving an urban drainage conveyance system, maintenance of traffic plans for the high volume roadways including the intersecting roadway State Road 60, signing and pavement marking plans, and utility relocation plans and coordination with design team members responsible for landscape/hardscape elements.

City of Apalachicola Wastewater System Improvements—

Apalachicola, Florida

Planning, design and construction contract administration of major improvements to the City of Apalachicola wastewater facilities, including upgrade of the wastewater treatment plant to an advanced level of treatment (AWT), replacement of approximately 80% of the existing gravity collection system, expansion of central sewer to new areas of the City, environmental permitting and monitoring plan approval for an effluent discharge system to receiving wetlands. A consent order with the Florida Department of Environmental Protection necessitated these improvements. Funding for this project, totaling nearly \$8 million dollars, was secured through a combination of a legislative appropriation, FDEP State Revolving Fund Loan, and Community Development Block Grant.

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930 Thomasville Road, Suite 200

Tallahassee, FL 32303

phone 850.298.4213

fax 850.298.4498

inovia



Jim Waddell, P.E.
Principal

City of Apalachicola Water System Improvements —

Apalachicola, Florida

Planning and design of major improvements to the City of Apalachicola water system, including development of a remote well field, treatment for hydrogen sulfide, finished water storage and high service pumps, rehabilitation of existing elevated tanks, and replacement of all aged metallic cast iron and galvanized water mains within the service area. Funding for this project, approaching \$5 million, was secured through the US Department of Agriculture Rural Development Administration

City of Carrabelle Town Engineer —

Carrabelle, Florida

Acting as the town engineer for the City of Carrabelle, the scope of services provided include; Design and Permitting of Water System Extensions, Consumptive Use Permitting of the City's Water Supply Wells, Design and Permitting of Sewer Collection System Extensions, Construction Administration, Modifying the City's Development Standards Document, Review of Land Development Projects, Program Management of projects receiving grant funding from various agencies. Attend all monthly Planning and Zoning Board and City Commission meetings giving updates and recommendations on projects and other administrative issues.

General Design Experience

Preparation of residential subdivisions, site plans and environmental permitting for a number of projects. Services included preparation of plats or site plan, concurrency review, and environmental permitting for dredge and fill activities, stormwater management facilities and utility extensions to serve both residential and commercial development.

Public Administration Assistance

Services in connection with funding acquisition and project implementation, including oral presentations to Legislative Delegations, Local Governing Boards, Metropolitan Planning Organizations and Executive Management; feasibility and user charge system studies; Legislative budget requests and preparation of funding applications, studies, and support documentation for grants and loans for local government capital improvement projects.

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930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

inovia



Russell Large, P.E.
Principal



Professional Overview

Mr. Large is a Principal and co-founder of Inovia Consulting Group. His professional experience spans 16 years and includes a variety of project types such as numerous utility and subdivision infrastructure projects in Franklin County Carrabelle, and Apalachicola including subdivision platting, various land development projects in Tallahassee and Leon County; environmental permitting, stormwater and drainage improvement projects, and roadway design projects.

Relevant Experience

George L. Sands Memorial Park Stormwater Facility (Ball Fields Stormwater Facility)

Carrabelle, FL

Design and permitting of a stormwater facility to serve as both an amenity and means of stormwater treatment for the downtown area of the City of Carrabelle. The facility is located on the west side of town at the gateway to the City. A park is constructed adjacent to the pond which incorporates a walking path around the facility. The stormwater facility is a wet facility with aeration fountains.

Lanark Master Lift Station and WWTP Abandonment

Carrabelle, FL

The City of Carrabelle took over the water and sewer systems from the Lanark community and inherited the wastewater treatment plant which was in disrepair due to the lack of maintenance. Since the City of Carrabelle WWTP has ample capacity the Lanark WWTP was abandoned and demolished and a new master lift station constructed which pumps all of Lanark's effluent to the City of Carrabelle WWTP. Mr. Large is the engineer of record and designed and permitted the improvements. The lift station start up including start up of the emergency power generation systems is complete and the lift station site construction is being finalized.

EDUCATION

Bachelor of Science in
Civil Engineering
Auburn University

REGISTRATION

Professional Engineer,
FL No. 5933,
GA No. PE026434

YEARS OF EXPERIENCE

16

AFFILIATIONS

American Society of Civil
Engineers

inovia

innovation via design

930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

inovia



Russell Large, P.E.
Principal

(continued)

Windom Pond Restoration at Dixie Plantation

Dixie Plantation - Jefferson County, FL

Environmental permitting and drainage design for Windom Pond consisted of a new outfall structure, construction of a deep-water trough and the creation of islands with a mixture of upland and wetland plants. The islands were planted with trees and shrubs that are favored by a host of wading birds including many listed species such as little blue herons, woodstorks and snowy egrets. The end product is a deep-water marsh that provides enhanced wildlife value and restored the project to its historic wetland type.

Sweet Bay Hollow Apartments

Francis Meginniss Booth Trust - Tallahassee, FL

Development of 41 apartment units and associated parking, utilities, and stormwater management facilities.

Call Street and Cadiz Street Stormwater Improvements

City of Tallahassee Stormwater Division - Tallahassee, FL

Design for a flood relief stormwater facility and modification of existing urban drainage systems over a study area of over 200 acres.

US 98 / Thomas Drive Interchange

FDOT District Three - Panama City Beach, Florida

Lead roadway design engineer for the design of a three-level interchange connecting three arterials and a major bridge.

SR 79 US 98 to South of ICWW

FDOT District Three - Bay County, Florida

Mr. Large served as the lead roadway design engineer for this multi-laning project in Bay County. His responsibilities as lead roadway engineer for the design of a 4.5 mile road multi-laning project.

SR 61 (US 319) From SR 263 (Truck Route) to SR 363 (Adams Street)

FDOT District Three - Leon County, Florida

Lead engineer for widening and resurfacing of SR 61 from a 2-lane rural section to a 2-lane with center dual left turn lane rural section.

inovia

i n n o v a t i o n v i a d e s i g n

930 Thomasville Road, Suite 200
Tallahassee, FL 32303
phone 850.298.4213
fax 850.298.4498

inovia



Russell Large, P.E.
Principal

(continued)

Forest Village Shopping Center

Candler Development Company - Tallahassee, FL

Design for 7,000 sf of commercial space and associated parking, access, and utilities.

Summer Chase Condominiums

Goose Creek Developers, Inc. - Tallahassee, FL

Design and permitting for 204 condominium units and associated parking, utilities, including a sewer lift station, and stormwater management.

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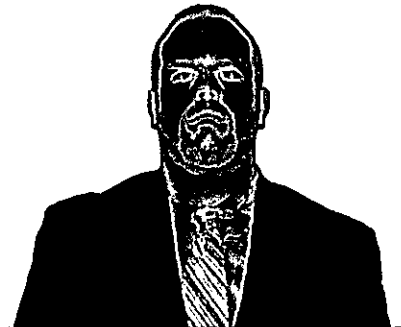
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Rick Jenkins, P.E.
Project Manager/Engineer



Professional Overview

Mr. Jenkins' duties include the management, design, production and permitting of a well-rounded variety of civil engineering projects. Mr. Jenkins has applied his technical knowledge and project management skills in the successful completion of various projects for public agencies such as Leon County Public Works, City of Tallahassee Stormwater Division, City of Carrabelle, FDOT, and the Suwannee River Water Management District. His experience includes stormwater management design, environmental permitting, roadway design, and utility design and coordination. Prior to joining Inovia Consulting Group, Mr. Jenkins worked for FDOT in the Midway Maintenance Office as a Permits Technician. Projects representative of Mr. Jenkins abilities are discussed below:

Relevant Experience

Call Street and Cadiz Street Stormwater Improvements, Tallahassee, FL

City of Tallahassee Stormwater Division

This project consists of resolving urban flooding problems in the Call and Cadiz Street area. The design for the project required improvements to the drainage systems, the sanitary sewer system, and some roadway resurfacing in the area. The sanitary sewer portion consisted of the addition and replacement of sanitary sewer manholes and sewer main. Mr. Jenkins played a vital role in the coordination and design of utilities and as a project team member.

RO Ranch Equestrian Park, Lafayette County, FL

Suwannee River Water Management District

This project consisted of the design and permitting for an equestrian park, including roadway design, parking layout, campsite and trail design, utility routing and coordination, and permitting with FDEP and FDOT. Duties included roadway and parking design, utility routing, campsite and cottage layouts, and stormwater management facility design. Mr. Jenkins was also involved in the elevated water towers, pump systems, and onsite sewage treatment and disposal system (OSTDS) design.

EDUCATION

Bachelor of Science in
Civil Engineering
Florida State University

REGISTRATION

Professional Engineer,
FL No. 68365

YEARS OF EXPERIENCE

9+

AFFILIATIONS

Florida Engineering Society

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Rick Jenkins, P.E.
Project Manager/Engineer

(continued)

BJ's Pizza, St. George Island, FL

BJ's Pizza

Mr. Jenkins was closely involved in the design, planning, and permitting of the onsite wastewater treatment and disposal system for BJ's Pizza on St. George Island. Design challenges included very limited area for placement of system components and regulatory constraints due to close proximity to the islands potable water distribution system. Mr. Jenkins was also played a large role in coordination with the owner and installation contractor.

Tucker's Landing, Franklin County, FL

Tucker's Landing, LLC

The goal of this project was the design of onsite infrastructure and an off-site force main extension to serve the Tucker's Landing development. The force main extension involved over 2 miles of pipe and required multiple directional bores due to creek, railroad, and highway crossings. Mr. Jenkins worked as a team member and played a key role in design, permitting, and utility coordination of the project.

Lawndale Drainage Improvements, Tallahassee, FL

City of Tallahassee

This goal of this project is to design and oversee the drainage improvements to Lawndale Road between the Sugar Mill and Sedgfield subdivisions. Mr. Jenkins was instrumental in designing a new storm drain system that will provide adequate conveyance of runoff along Buck Lake Road. The project also has required extensive utility coordination with the City of Tallahassee and other utility providers. Mr. Jenkins is the responsible design engineer for the project as well as the project manager. The project involved permitting with NFWFMD and Leon County Growth Management.

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Molly Mitchell, E.I.



Professional Overview

Ms. Mitchell is a recent graduate of the FAMU/FSU College of Engineering. Beginning as an intern in her senior year, Ms. Mitchell has been involved in a vast array of civil engineering projects with Inovia Consulting Group. Projects in which she has been a part of involve stormwater management, site development, utility design, and infrastructure improvements. Ms. Mitchell's duties include data collection, production activities, drafting, environmental permitting, and design.

Relevant Experience

Immigration, Customs, and Enforcement Facility, Tallahassee, FL

This project was for the site development of the Immigration, Customs, and Enforcement Facility located in Tallahassee, FL. In addition to standard site development standards, Inovia employed green building techniques such as xeriscape in the design. Ms. Mitchell's duties included production activities, environmental permitting, drafting, and landscape design. She was also instrumental in overseeing the LEED aspect of the design.

Carroll & Company Floodwall, Tallahassee, FL

The goal of this project is the construction of a floodwall to prevent the Carroll and Company office building, located within the floodplain, from flooding and building damages. Ms. Mitchell is involved with wall layout design, environmental permitting, site grading, and production of construction documents.

Apalachicola Fire Hydrant Testing, Apalachicola, FL

Inovia was responsible for the testing and analysis of fire hydrants in Apalachicola. Ms. Mitchell was involved in the analysis of test data as well as production of the final report and recommendations to the City.

Engineering Services for the City of Carrabelle, Carrabelle, FL

Permitting with FDEP and the Northwest Florida Water Management district, preparation of grant documents, utility coordination and documentation, and other various infrastructure designs for the City of Carrabelle are tasks in which Ms. Mitchell has been involved with for Inovia's continuing services contract with the City.

EDUCATION

Civil Engineering
Florida State University

REGISTRATION

Engineering Intern

YEARS OF EXPERIENCE

1

AFFILIATIONS

American Society of Civil Engineers

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Andrew Collins



Professional Overview

Mr. Collins has nearly 20 years experience in the field of computer aided engineering and design, utilizing multiple platforms for plans production. Currently, Andy supervises Inovia's CAD Department, which utilizes AutoCad Civil 3D 2011 for private and municipal work, along with Microstation Version 8 for FDOT Projects. He has extensive experience in survey data collection, use of satellite imagery, DOQQ aerial photography and digital photography for creating project graphics and itegration of these media into intelligent production drawings.

Relevant Experience

Construction Plans and Presentation Graphics for multiple projects through Leon County Public Works, including Ben Blvd., Lawndale, Edinburgh Estates, Autumn Woods and Linene Woods 2/3 Project.

Immigration, Customs, and Enforcement Facility Site Plan, Tallahassee, FL

Metropolitan Corporate Center, Multiple Site Plans and Environmental Permit Documents, Tallahassee, FL

Kingsmill Subdivision Plat and Environmental Permit Documents, Tallahassee, FL

Village at Almand Creek Multifamily Apartment Complex Site Plan, Conyers, GA

City of Carrabelle Downtown Streetscape Improvement Project, Carrabelle, FL

City of Carrabelle General Engineering Consultant, various projects, Carabelle, FL

Scipio Creek Boat Basin Improvements, Site Plan and Marina Construction Plans, Apalachicola, Florida

Multiple Sidewalk Improvement Project Construction Plans thru FDOT Design/Build and County LAP Agreement Contracts

Multiple Subdivisoin Plats for recording purposes and Civil project drawings throughout Leon and surrounding Counties

EDUCATION

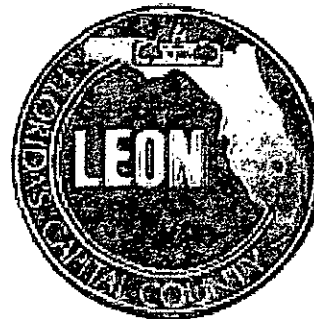
Certified Drafting
Pre-Engineering
Bainbridge College

YEARS OF EXPERIENCE

19

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This certifies that
**ENVIRONMENTAL AND GEOTECHNICAL
SPECIALTIES, INCORPORATED**
is recognized as a
Minority/Women-Owned Business Enterprise
under the
**City of Tallahassee and Leon County
Consortium Interlocal Agreement**

For a period of one (1) year beginning:
May 18, 2010 to May 31, 2011



MBE Administrator



Certification Specialist

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Myron L. Hayden, Ph.D., P.E.
Senior Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Tri-State University, 1974
Master of Science, Civil Engineering, Oklahoma State University, 1975
Doctor of Philosophy, Civil Engineering, Oklahoma State University, 1978
Professional Engineer in Florida
General Contractor in Florida

Special Qualifications

- Over 30 years of Geotechnical design and investigation experience, including roadway studies, bridge designs and groundwater control
- Highly-skilled consensus builder on controversial projects
- Familiarity of FDOT Geotechnical Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 19

Years Experience with Other Firms: 16

Relevant Experience

Leon County, Department of Public Works, General Service Contract, Leon County, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features

Capital Cascade Sinkhole, BluePrint 2000 and Beyond – Conducted an emergency geotechnical investigation and design for a sinkhole which formed during construction of a stormwater management facility. The site was a listed EPA Superfund location because of known buried coal tars; therefore, the sinkhole posed both an environmental and constructability problem. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions to verify the "throat" of the sinkhole. A remedial solution was then design and approved by EPA. This project has been awarded the local APWA Emergency Project of the Year and has been nominated for the State Award for 2011.

Lake Munson Sediment Evaluation, Leon County, Department of Public Works - Conducted the geotechnical investigation to evaluate the depth of sediment within Lake Munson as part of a Munson Slough Drainage Improvements Project. The investigation was conducted to map the natural lake bottom, and to determine the type of soils to be dredged and disposed of. In addition, the constituents within the sediments were analyzed to determine if they could be disposed of in a permitted Construction and Debris Landfill, or if they would require special handling due to contamination.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

Thomas H. Hayden, P.E.
Project Geotechnical Engineer

Professional Credentials:

Bachelor of Science, Civil Engineering, University of South Florida, 2003
Professional Engineer in Florida

Professional Organizations:

- American Society of Civil Engineers – 2008 President Tallahassee Chapter –2009 Tallahassee Branch Young Engineer of the Year – 2010 Eastern Regional Young Engineer of the Year – 2011 Florida Section District IV Vice President
- Florida Engineering Society – 2008-2009 K-12 Education Committee - 2006-2008 Math Counts Committee – 2009 Florida Engineering Leadership Institute Graduate
- Geotechnical Materials Engineers Council

Special Qualifications:

- Over 10 years of Geotechnical design and investigation experience, including roadway studies, stormwater design, pavement design, and materials engineering
- Familiarity of Leon County Design Standards
- CTQP/ACI Certifications: *Aggregate Field and Laboratory Testing Technician, LBR Technician, Concrete Field Technician – Levels I and II, Concrete Laboratory Technician – Level 1, Quality Control Manager, Concrete Transportation Construction Inspection, Advanced Maintenance of Traffic Inspector – Earthworks Level 1 and Level 2*

Years Experience with EGS: 8

Years Experience with Other Firms: 3

Relevant Experience:

Tekesta Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design to remediate the pavement distress observed at the intersection of Bannerman Road and Tekesta Drive. The design included phased construction by the County crews, occurring over a low traffic period, because of the high volume of traffic at the intersection. The project was completed within the planned timeframe and traffic was maintained with only minor inconvenience to the public. The project was selected as an APWA Project of the Year by the local Big Bend Chapter.

Lauder Stormwater Pond Slope Failure and Remediation, Leon County, Department of Public Works, Tallahassee, FL – Developed and performed a subsurface investigation to determine the cause of the slope failure and develop an appropriate and cost-effective remediation plan. In addition, recommendations were provided to modify the existing slope and surrounding conditions to reduce its potential for reoccurrence.

EGS ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS, INC.

**Derwood Sheppard, P.E.
Project Geotechnical Engineer**

Professional Credentials

Bachelor of Science, Civil Engineering, Florida State University, 2004
Professional Engineer - Florida

Special Qualifications

- Geotechnical design and investigation experience, including roadway studies, bridge designs and stormwater management
- Familiarity of Leon County Design Standards
- Familiarity of Construction Requirements and Techniques

Years Experience with EGS: 8

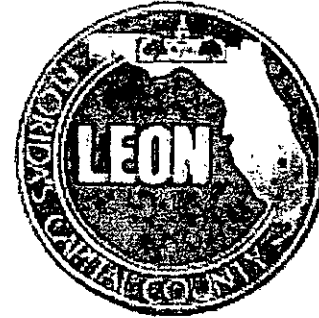
Relevant Experience

Districtwide Miscellaneous Geotechnical Consultant to the Florida Department of Transportation, District 3 , Chipley, FL – Assisted with the design of various transportation related projects for the Florida Department of Transportation under a General Service Contract. The tasks have included the Geotechnical analysis for roadway design, culvert extensions, bridge foundations, bridge repair, mast arm installation, slope evaluations, base failures, lane additions and stormwater pond designs.

Leon County, Department of Public Works, General Service Contract, Tallahassee, FL – Provides miscellaneous services to Leon County under a General Service Contract. The tasks have included the Geotechnical analysis for the design of culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations, stormwater ponds and sinkhole repairs.

Cloudland Drive, Leon County, Department of Public Works – Conducted an emergency geotechnical investigation and design for a slope failure located within a residential parcel which occurred during a 7-inch rain event. While the "standard solution" would have been the design of a retaining wall, a non-conventional remediation was recommended to prevent the potential "fall" hazard to the occupants of the property. The design included the installation of a system of underdrains within the slope to relieve the hydrostatic pressures, then backfilled. A geotextile fabric was "nailed" to the face of the slope using stainless steel nails averaging 6-feet in length. Topsoil was then placed over the slope, covered with an erosion mat, then sodded. The project was awarded the APWA Emergency Project of the Year at the State Conference in 2010.

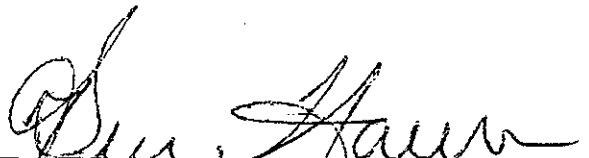
Lauder Stormwater Pond, Leon County, Department of Public Works – Assisted with the geotechnical investigation to evaluate the potential of a sinkhole formation as well as to provide a remedial slope design. The project included the use of ground penetrating radar, as well as soil borings, to evaluate the subsurface conditions in 3 dimensions at the location of a formed depression.



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City of Tallahassee and Leon County
Consortium Interlocal Agreement

For a period of one (1) year beginning:
JULY 13, 2010 TO JULY 31, 2011



MBE ADMINISTRATOR



CERTIFICATION SPECIALIST



HSA Consulting Group

JOHN E. MATTHEWS, PLS, PSM
PROFESSIONAL SURVEYOR AND MAPPER

Summary of Qualifications

Mr. Matthews has over thirty years experience as a supervisor in surveying and data collection of all types of planimetric and topographic data using both conventional and photogrammetric methods, Bathymetric surveys and contour maps relating to drainage and stormwater structures. He has over 15 years experience in the fields of CADD, GIS, and GPS. He has an extensive background in researching and analyzing available data in the transportation planning, surveying, civil engineering and other associated disciplines in both the public and private sectors. Mr. Matthews has done work in most of the 67 Florida counties. His experience includes working as a contract/project manager for the Department of Environmental Protection (DEP). Mr. Matthews also has extensive experience as a Professional Land Surveyor with the Florida Department of Transportation (FDOT)'s Central Office working with surveying, GPS, GIS, & CADD. In the recent past, Mr. Matthews served as a consultant to the FDOT Office of Information Systems working on the Enterprise Wide Electronic Data Management System and GIS Information Portal applications. Mr. Matthews produced the 1999 Traffic Count Sites color and black and white maps in ArcView for FDOT District 7. After joining HSA Consulting Group in early 2001, Mr. Matthews has been extensively involved in utilizing GIS for GPS Ground Control, Surveying, Photogrammetric Mapping, inventory of aerial topographic surveys, and RCI data on over 2000 linear miles. Prior experience with state agencies is summarized below:

FDOT Central Surveying & Mapping Office

- Developed and delivered GIS presentations to FDOT Central Office and District personnel on using GIS in various applications and disciplines throughout the transportation profession
- Produced FM GIS application of Lafayette Building showing all physical property and linked computer databases for hardware, software and maintenance schedule in ArcView
- Member of the GIS Cartographic Standards Technical Working Group

Central Office of Information Systems – Consultant to GIS/EDMS Coordinator

Duties included but were not limited to:

- Trained District personnel in use of Electronic Document Management System application
- Prepared GIS front end view for Intranet "Enterprise Information Portal"
- Researched and advised on conversion of CADD files and historic documents

As Vice President of Surveying and Mapping for HSA, he has served as Surveyor in Charge on the following:

Aerial Topographic Surveys for 3R Design Projects throughout Northwest Florida

Mr. Matthews served as Surveyor and Mapper in Charge of several photogrammetric mapping projects for collecting 2D and 3d topographic survey data including SR12 in Leon and Gadsden Counties, SR61, SR 285, SR85, and so on. The data was used to produce survey layers required for final design of roadway resurfacing/rehabilitation projects. The ground control survey data was developed by establishing GPS control for ground targets. The projects were flown at 1800 feet AGL, using a Zeiss/Intergraph Digital Mapping Camera. HSA developed a customized desktop software application, SurveyCreator, to extract topographic survey data using electronic field book (EFB) naming conventions and CAICE and ASCII file output formats.

Statewide General Highway Geo-Spatial Mapping Project

Mr. Matthews recently completed serving as Project Manager for the FDOT Surveying and Mapping Office on a three-year contract to reformat 26 of the General Highway Maps of Florida's 67 counties to conform to Florida's new CADD/GIS standards for published maps. Working directly with the FDOT Surveying and Mapping Office Geographic Mapping Section, HSA transitioned from MicroStation J to MicroStation V8 and helped develop a working template to speed up the production of the reformatting process.

JOHN E. MATTHEWS. PLS, PSM

Aerial Topographic Survey for SR 817 in FDOT District 4 - Ft Lauderdale, FL

Mr. Matthews served as project surveyor for the aerial topographic survey of SR 817/University Drive from C-13 Canal S. of Oakland Park Blvd. (MP 13.408) to C-14 Canal N. of Southgate Blvd. (MP 18.006) in Broward County. The project is a major urban arterial with an overall length of 4.6 miles, and traverses within the cities of Lauderdale, Sunrise and Tamarac. The limits of this project are from C-13 Canal S. of Oakland Park Boulevard (MP 13.408) to C-14 Canal North of Southgate Boulevard (MP 18.006).

County Boundary Crossing Surveys

Mr. Matthews served as Project Manager and Surveyor in Charge of GPS and conventional surveying and research for specific purpose surveys to identify County Line crossing points along all 2400 miles of state roadway network throughout the 16-County area of FDOT District Three. Photo-identifiable targets were placed at each location point to establish section begin points within aerial photography for a three-dimensional mapping product.

Tampa, Florida Airport Photogrammetric Project

Mr. Matthews was the Surveyor in Charge of the pilot effort that is the subject of a sole source contract and is being considered by the FAA for establishment as the technical standard for airport obstruction clearance analysis. Mr. Matthews collected ground control survey data on airport property to generate highly accurate stereo pairs (R3D data), and a block-adjusted aero-triangulation solution for use by the prime consultant in generating 3D planimetrics for airport obstruction clearance analysis.

Multiple Digital Photogrammetric Mapping Contracts – 2000 - 2007

- Since early 2001, Mr. Matthews has provided oversight of the GIS/photogrammetric mapping efforts of HSA staff on over 2200 miles of state roadways in FDOT District Three, including US98, I-10, SR79, SR81, SR83, SR85, SR87, US231, US331, and so on. He was responsible for setting ground control by establishing GPS coordinates on photo-identifiable targets placed along the corridors for all roadways. He was responsible for overseeing and coordination of the aerial surveys and digital softcopy techniques that were employed in these efforts, along with controlling the imagery using aerotriangulation. Surveying and mapping scope requirements for these aerial mapping projects were established in conjunction with and coordinated with the District Three Surveying and Mapping office.

Pilot Study - Aerial Survey for 3R Design Projects on SR85 and SR393

Mr. Matthews served as Project Manager on a pilot photogrammetric mapping project on SR 85 and SR393 in Okaloosa County, FL (14.91 & 2.81 mile projects) under the direction of FDOT District Three Surveying to produce survey data required for final design of two resurfacing/rehabilitation projects in Okaloosa County. The ground control survey data was developed by establishing GPS control for ground targets. Digital softcopy technology was used including development of digital terrain models for portions of the project area for the 1200-foot AGL flights, scanned at 14 microns. HSA developed a customized desktop software application, SurveyAssist, to extract topographic survey data using electronic field book (EFB) naming conventions and CAICE and ASCII file output formats. Accuracies of 1/10 of a foot were independently verified.

Recent relative project experience - 3R Design Project on SR95/US29 in Escambia County

Mr. Matthews served as Project Manager on a 1 mile urban portion of SR 95/US29 in Escambia County, FL under the direction of FDOT District Three Surveying to produce survey data required for final design of a resurfacing/rehabilitation project in Okaloosa County. Stereo Imagery data extraction was utilized for planimetric data and conventional surveying techniques were used for DTM's, Drainage, Alignment and Referencing for the project limits.

Professional Credentials

Licensed as a Professional Land Surveyor since 1988

Member of the Florida Society of Professional Surveyors and Mappers

Qualified Instructor for the Florida Surveying and Mapping Society



HSA Consulting Group

Gary W. Freeman, PSM Survey Manager

Professional Profile

Professional Registration:

Professional Surveyor and Mapper
Florida Registration No. 5972, 1999

Professional Affiliations:

Florida Surveying and Mapping Society
Florida GPS Users Group
Bay County Association of Realtors
Holmes County Association of Realtors

Experience

Gary W Freeman, P.S.M. has 30 years of surveying and mapping experience. He has been involved in a wide range of surveying projects for the private and public sectors that have helped him develop an outstanding foundation in the surveying and mapping profession. Mr. Freeman grew up surveying in Central Florida and later moved to the NW Panhandle of Florida where he resides now.

Mr. Freeman's experience recently has been with FDOT District 3 when he worked for DRMP, Inc. and in the private sector when working for Culby Group Surveying. Mr. Freeman has performed FDOT Design and Right of Way Surveying projects along with Aerial Control, Alignments, S.U.E. and Maintenance Map surveys.

Mr. Freeman has also worked in Districts 1, 2, 5, 7, and 8 in the past.

Education

Florida Minimum Technical Standards
Florida Laws
Data Collectors
AutoCAD
Survey Business Management
Positional Tolerance and Least Squares Adjustments
GPS Training with Topcon
Mean High Water
FEMA Elevation Certificate
Caice Processing and Software use
Jurisdictional Surveys
GPS Control Surveys

Sample Project Experience:

- Design Survey, 3R Survey and Maintenance Map FDOT
- SR10, Leon County
- SR10, Escambia County
- SR79 from SR10 (US 90) to Alabama State Line, Holmes Co.
SR79 from Town of Ebro to Holmes County Line, Washington County.
- SR 291, Escambia County
- SR390, Bay County
- I10-I110, Escambia County
- SR8 I-10 Projects, Multiple Counties
- US29, Escambia County
- Boundary and Topographic Surveying
- Boundary and Topographic Survey of the Boardwalk on Panama City Beach for Royal American
- Topographic Survey at Panama City Airport for Avcon.
- 1400 Acre Boundary, Topographic and Wetland Survey for St Joe Company on Back Beach Road, SR30A .
- Boundary and Topographic Survey for Trammell Crow on Back Beach Road.

Sample Department of Defense Project Experience

- Tyndall Air Force Base, Military Base Family Housing Privatization Surveys, Bay County.
- Eglin Air Force Base, Military Base Family Housing Privatization Surveys, Okaloosa County.

Sample FDEP Project Experience

- Florida Greenways and Trails Development and Improvement Projects

Specialized Training

- CAICE Training
- GPS Training
- MOT Certified
- AutoCAD
- Fema Elevation Certificates

Kevin Pope

Director of Scientific Services/Project Manager

Kevin Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. Mr. Pope has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation and to guide private sector clients toward smooth and efficient interactions with government agencies on all levels.

Mr. Pope highly respected in both government and private sectors for his comprehensive knowledge of environmental issues and ability to provide environmental services in a timely and efficient manner. He and his Pope Environmental staff conducted National Pollutant Discharge Elimination System (NPDES) inspections for the Florida Department of Environmental Protection and assisted the Department with providing guidance to local communities regarding water quality protection planning. They also assisted the Suwannee River Water Management District (SRWMD) and Northwest Florida Water Management District (NFWMD) with Environmental Resource Permit (ERP) review and site inspections. Pope Environmental is the only environmental firm chosen to support Leon County, Florida's \$800 million infrastructure and environmental resource improvement project, Blueprint 2000 and Beyond.

Kevin Pope personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education, permitting and conservation services for private, corporate and government clients.

Education

Master of Science, University of Florida, Environmental Engineering Sciences, with a special emphasis on Systems Ecology.

Bachelor of Science, University of South Carolina, Double Majors in Biology and Marine Sciences.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Principal - Pope Environmental, Inc - Directs technical and scientific services for an environmental consulting firm based in Tallahassee, Florida. Services include environmental resource identification, delineation, assessment, monitoring and mapping, regulatory agency assistance, environmental permitting, planning, and project design, mitigation assessment, planning, permitting, and monitoring, public and targeted audience education, and conservation easement support and development.

Conservation Coordinator-The Red Hills Conservation Program of Tall Timbers Research Station - Coordinated land conservation efforts of the most active 501(c)(3) qualified conservation land trust in the Southeast. Performed and supervised baseline documentation surveys for over 20,000 acres of working forest landscape, in support of land owners' donation of conservation easements. The surveys included delineation and quality assessment of wetlands, wildlife habitat, rare and endangered species, commercial and natural forests, agricultural operations, as well as cultural, historical, and archeological resources. Documented features using photography and state-of-the-art

Pope Environmental, Inc

Kevin Pope

Director of Scientific Services/Project Manager

GPS/GIS mapping. Negotiated conservation easement provisions with land owners. Organized and presented public education workshops on conservation easements and land stewardship, including obtaining grant funding for the events.

Water Resources Manager - Berryman and Henigar, Inc - Supervised Water Resources Division in Tallahassee office of a national environmental and engineering consulting firm. Services included technical support to local and state government on National Pollutant Discharge Elimination System (NPDES) and Total Maximum Daily Load (TMDL) programs, Lake Okeechobee Watershed Assessment Project, and technical oversight of Lake Okeechobee Phosphorus Reduction Grant Program for South Florida Water Management District.

Environmental Director - Leon County, Florida - Directed the Environmental Division of the rapidly growing capitol county of the nation's fourth largest state. With 25+ employees and an annual budget over \$1 million, the department reviewed and approved all development and public works projects, performed compliance inspections, and took enforcement action against unpermitted and non-compliant activities. Other actions in this position included:

- Acquired and administered \$600,000 in USEPA grants for watershed pollution reduction studies in the Lake Lafayette and Woodville Recharge basins.
- Administered the \$250,000 Bradfordville Storm Water Study, which developed the county's first science-based, site-specific storm water control regulations.
- Initiated and conducted extensive interstate negotiations between Florida and Georgia regarding Ochlochonee River water quality.
- Developed and administered the county's first ambient water quality monitoring program.
- Assisted with the development of FDEP's Sediment and Erosion Control Inspector training curriculum.
- Provided technical and scientific advice to the Board of County Commissioners on a wide range of environmental topics.
- Conducted extensive interagency coordination and interaction with media and elected officials.
- Conducted extensive public outreach on water quality protection and other environmental issues.

Environmental Supervisor - Florida Department of Environmental Protection - Directly conducted comprehensive reviews of Wetland Resource Permit (WRP) and Environmental Resource Permit (ERP) applications in North Florida, including completeness review, soliciting comments from other state and federal agencies, performing site inspections, assessing impacts and mitigation proposals, preparing recommendations for redesign of projects to minimize or avoid impacts, drafting permits and permit conditions, drafting permit denials, supporting permit issuance or denial in administrative hearings. Supervised 3 to 6 Environmental Specialists performing similar reviews throughout all of Florida. Supervised liaison with Florida Department of Transportation for highway projects. Provided expert testimony on wetlands and water quality. Drafted ERP processing policies and procedures as a part of initial ERP implementation.

Kevin Pope

Director of Scientific Services/Project Manager

Recent Projects

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, review of environmental permit applications prior to submittal, coordination with FDEP, NFWMD, and USACE regulatory staff to assure compliance with all applicable environmental regulations, public education, and other environmental technical support.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Class 5 Injection Well Assessment – Florida Department of Environmental Protection – Gadsden County, Florida – Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Wastewater Disposal Expert Testimony - Hillsborough County - Provided expert testimony before the Hillsborough County BOCC regarding wastewater disposal options in a karst region with existing groundwater contamination. A 6-1 vote in favor of the recommended option was secured.

ERP Processing Assistance – Suwannee River Water Management District – Open contract to provide comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Assisted in review of Magnolia Bay marina proposal with procedural recommendations and wetland delineation review.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Provided annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

Aucilla Land and Timber – Rocky Creek – Madison County, Florida – Provided comprehensive environmental services for the 2,800 acre phased residential community development near the Aucilla River, including all natural features identification, assessment and mapping, extensive design recommendations for impact reduction, environmental permitting with the SRWMD, and mitigation plan development and implementation.

Pope Environmental, Inc

Trudie Bell
Senior Scientist/Project Manager

Trudie Bell is a highly experienced scientist with over of 25 years as a technical professional in the environmental resource protection field. Her expertise includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. She has worked on regulatory issues from all perspectives, as a long-time regulator with Florida's Department of Environmental Protection and for the past decade as a consultant to industry, government, and private land owners. She has been involved in the design of a variety of mitigation projects including wetland restoration through vegetation alteration and hydrologic enhancement, wetland creation and land preservation. She has conducted wetland reclamation and mitigation monitoring, trend analysis, and success determination of both hydrologic and vegetation components.

Ms. Bell applies her vast land use and regulatory experience to bring her clients, in both the private and public sectors, a comprehensive knowledge of the environmental regulatory process and keen insights to navigating that process in an efficient and effective manner. Her excellent communication and coordination skills allow her to assist public agencies with their most sensitive and complex programs, including establishing new environmental regulatory or educational programs and refining existing processes to improve public service and conservation effectiveness.

Education

Bachelor of Science, Montana State University, Zoology. Received a Montana University System Honor Scholarship and a Montana State University Scholarship.

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Environmental Consultant - Provides a wide variety of environmental consulting services throughout Florida and the Gulf Coast region. Services include performing NPDES stormwater inspections for construction and industrial projects, setting Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) wetland jurisdictional lines, conducting mitigation site assessments with WRAP and UMAM methodologies, preparing mitigation plans, conducting mitigation site monitoring, performing Phase I Environmental Site Assessments, assessing and identifying natural habitat and preparing natural feature inventories and maps for private clients and state agencies, preparing Joint Wetland Resource Permitting and Environmental Resource Permitting applications, interfacing with regulatory agencies regarding permitting applications, advising clients regarding potential uses of land parcels, and applying for various DEP State Lands instruments, including disclaimers, use agreements, easements and consents of use. Additional responsibilities include plant identification, production of plant and animal species lists, Threatened and Endangered Species surveys, data entry and manipulation, report preparation, photography, land use area mapping, and water quality sampling.

Environmental Specialist - Florida Department of Environmental Protection - Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and

Pope Environmental, Inc

Trudie Bell
Senior Scientist/Project Manager

local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Supervisor - Florida Department of Environmental Regulation - Supervised an environmental review section responsible for reviewing and approving Wetland Resource Permit applications throughout the state. Additional responsibilities included training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, Federal agencies, and other divisions of the Department of Environmental Regulation. Received a Team Performance Award for outstanding work as a supervisor.

Environmental Specialist - Florida Department of Environmental Regulation - Reviewed Wetland Resource Permit applications and made technical recommendations for issuance or denial to Department Secretary. Assisted applicants with project modifications to achieve compliance with applicable regulations. Coordinated with local, Federal and other state agencies; conducted field inspections of proposed project sites; and provided expert testimony at administrative hearings. Coordinated drafting of Mitigation Rule for offsetting wetland impacts and public workshops as part of the rule adoption process.

Recent Projects

NPDES Inspections - Florida Department of Environmental Protection - Statewide - Project Manager for on-going contract to perform inspections of industrial activities and construction sites regulated under National Pollutant Discharge Elimination System (NPDES) and support FDEP compliance and enforcement efforts.

Blueprint 2000 and Beyond - Leon County, Florida - Providing comprehensive environmental support to a \$700 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Threatened and Endangered Species Survey and Mapping - Florida Gas Transmission Line - Alabama to South Florida - Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting - Florida Gas Transmission Line - Leon County, Florida - Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

NPDES Phase 2 Notice of Intent (NOI) and Annual Report (AR) Support - Florida Department of Environmental Protection - Statewide - Providing technical expertise and process improvement advice, as well as review and database management services regarding NOI's and AR's received by the Department.

Objective Based Vegetation Management - Florida Fish and Wildlife Conservation Commission - Conducted extensive vegetation monitoring, in accordance with the FWC scientific sampling methodology, in several north Florida Wildlife Management Areas, to provide objective data for developing habitat management plans.

Copeland Sink - Leon County, Florida - Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Class 5 Injection Well Assessment - Florida Department of Environmental Protection - Gadsden County, Florida - Located and assessed the condition and potential for contamination, and mapped Class 5 Injection Wells throughout the county as part of an FDEP pilot project.

San Pedro Bay Mitigation Bank Monitoring - Buckeye Florida - Taylor County, Florida - Assisted Birkitt Environmental with baseline monitoring of large mitigation bank established to offset wetland impacts.

David Layne
Senior Scientist/Project Manager

David Layne is a highly experienced scientist and naturalist with over 30 years as a technical professional in the environmental resource protection field. His extensive knowledge of Florida's natural ecosystems, based upon decades of field investigations throughout the state, allows him to accurately identify, delineate, and assess the quality of natural and disturbed ecosystems, determine the potential effects of proposed development or conservation activities, and prepare practical and effective conservation management plans. His expertise also includes all aspects of environmental permitting under federal, state and local regulations, and collection and compilation of the complex data which support regulatory decisions. He has addressed regulatory issues from various perspectives, as a long-time project manager with Florida's Department of Transportation, an environmental regulator and wetland delineator with the Department of Environmental Protection and as a Conservation Biologist for a non-profit land trust, the Red Hills Conservation Program at Tall Timbers Research Station. Mr. Layne uses his encyclopedic knowledge of Florida's ecology to provide his clients with comprehensive evaluations of natural and cultural features and practical recommendations for land management to achieve resource utilization and conservation goals.

Education

Bachelor of Science in Biology - Lynchburg College

Master of Science in Ecology - University of Tennessee

Certified Inspector, Florida Stormwater, Erosion and Sedimentation Control.

Professional Experience

Senior Scientist/Project Manager – Pope Environmental, Inc., Tallahassee, Florida – Conducts and supervises comprehensive natural resource assessments including habitat quality determinations, plant and animal species identification, management planning, mitigation planning, and wetland delineation, as well as assessment of potential impacts and recommendations for impact minimization. Compiles comprehensive data sets required for regulatory compliance and prepares applications for local, state, and federal environmental permits. Responsibilities also include extensive monitoring of natural communities on conservation easements and habitat enhancement projects.

Land Conservation Specialist - Tall Timbers Research Station, Red Hills Conservation Program, Tallahassee, Florida - Conducted baseline inventories of natural, cultural, historic and scenic resources and wrote biological survey reports, baseline documentation reports, easement documentation reports, and conservation management plans for conservation easement properties on plantations in the Red Hills and adjacent areas of Florida and Georgia. Responsibilities included plant and wildlife identification, wetland delineation, habitat assessment, management planning, Threatened and Endangered Species surveys, data entry and manipulation, photographic documentation, GIS mapping of properties for easement properties using GPS technology and ArcGIS 8 and 9, and compliance monitoring of previous easements.

Environmental Consultant - Florida Department of Environmental Protection, Siting Coordination Office, Tallahassee, Florida - FDEP contact for Florida High Speed Rail projects. Developed project tracking system for the Siting Coordination Office. Updated the power plant siting rule and

Pope Environmental, Inc

David Layne
Senior Scientist/Project Manager

application form. Developed standard formats and processes for Conditions of Certification and Modifications. Reviewed and made technical recommendations for all applications for certification under the Siting Acts in the State of Florida for power plants, transmission lines, natural gas pipelines, hazardous waste facilities and certain industrial complexes. Coordinated streamlined reviews of projects with Federal, state and local government officials, provided public information on siting regulatory processes, testified in certification hearings, and assisted in rule-making on topics related to the Siting Acts and regulated industries.

Environmental Specialist - Florida Department of Environmental Protection, Bureau of State Lands and Environmental Regulation, Wetland Evaluation and Delineation Section, Tallahassee, Florida - Worked as a botanist and wetland ecologist to delineate and assess State of Florida regulated wetlands, using Henderson (1984) and unified (1994) methodologies, identification of plant species, and interpretation of aerial photography. Assisted Water Management Districts and FDEP Districts with location of wetland boundaries on complex sites, assisted in enforcement of wetland protection regulations, provided expert testimony at administrative hearings, assessed wetland quality, extent, and habitat for other sections within FDEP and other state and local agencies. Performed delineation training for personnel from other state and local regulatory agencies. Reviewed proposed legislation which would affect the wetland delineation process. Assisted in rule development. Assisted in the preparation of the Florida Wetlands Delineation Manual and the Florida Wetland Plant Identification Manual. Wrote the WED Section procedures for the Division procedures manual.

Environmental Supervisor - Florida Department of Environmental Regulation, Bureau of Permitting, Standard Dredge and Fill Permitting Section, Tallahassee, Florida - Supervised an environmental review section consisting of three Environmental Specialist II project managers and also served as project manager for environmental permit applications. Additional responsibilities included the training and direction of new employees, review and evaluation of staff technical recommendations, and coordination with other state agencies, federal agencies, local interests and other divisions of the Department of Environmental Regulation. Assisted applicants with impact reduction and mitigation. Conducted site inspections and assessed proposed impacts and mitigation. Provided expert testimony in administrative hearings and civil court proceedings and reviewed proposed legislation.

Environmental Specialist - Florida Department of Transportation, Bureau of Environment, Tallahassee, Florida - Project manager for FDOT environmental permit applications to federal, state, and local environmental agencies. Additional duties included preparing and following up petitions for rulemaking and variances from rules with these agencies; compliance inspections of FDOT projects in progress; preparing, managing, advertising, and issuing certification/acceptance permits; other coordination with environmental agencies as required.

Environmental Specialist - Florida Department of Environmental Regulation, Northwest District Branch Office, Tallahassee, Florida - Dredge and fill field inspector for a 12 county area of Northwest Florida. Duties included site visits to dredge and fill permit application locations, evaluation of the site and potential effects of the project on the local and general environment, providing design and coordination assistance to applicants and FDER staff, testimony in administrative hearings and civil court proceedings, enforcement measures against persons in violation of Florida Statutes and Florida Administrative Code Rules.

Pope Environmental, Inc

Recent Projects

Threatened and Endangered Species Survey and Mapping – Florida Gas Transmission Line – Alabama to South Florida –Support for an expansion of an 800 mile gas pipeline, including delineation, mapping, and assessment of wetlands and T&E species and their habitat.

Environmental Permitting – Florida Gas Transmission Line - Leon County, Florida – Environmental mapping, assessment, permitting and mitigation for expansion of a 26 mile segment of the natural gas pipeline.

Conservation Easement Monitoring - Tall Timbers Research Station - South Georgia and North Florida – Under ongoing contract, conducts annual monitoring of 40,000 acres of conservation easements held by Tall Timbers, including assessing natural and man-made impacts to conservation areas and evaluating compliance with easement requirements.

ERP Processing Assistance – Suwannee River Water Management District – Provided comprehensive environmental support to SRWMD, including wetland delineation review and training, mitigation proposal review, ERP processing assistance, and any other relevant tasks. Recently conducted wetland delineation review of proposed Magnolia Bay marina project.

Blueprint 2000 and Beyond - Leon County, Florida – Providing comprehensive environmental support to an \$800 million local initiative to improve transportation infrastructure and enhance environmental quality. Services include sensitive lands identification, assessment, mapping, and acquisition, conservation easement planning and negotiation, public education, Project Development and Environment (PD&E) studies, environmental permitting, cost analysis, and other environmental technical support.

Chipola River Ranch – Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 1,000 acre residential development.

Copeland Sink – Leon County, Florida – Baseline assessment, GPS mapping, and preparation of a management plan for a proposed conservation acquisition by Leon County.

Legacy of Chipola– Jackson County, Florida – Delineated wetlands, identified threatened and endangered species and their habitat, assessed and documented impacts to wetlands by road crossings, assisted in preparation of county, FDEP and USACE environmental permit applications and mitigation plan preparation for a 600 acre residential development.

Lake Underhill Road Property – Orange County, Florida – Baseline assessment, wetland delineation, GPS mapping, and evaluation of wetland alterations due to increased runoff from an expanded roadway, on a development-surrounded natural parcel.

Section B - Experience With Projects Of Similar Types and Size

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

Our teams experience is demonstrated by the project abstracts presented in the following pages of this section. Ten projects for this work category are presented in accordance with the RFP requirements.

We understand that the success of a project depends upon the quality of decisions made at the beginning of the project. One of the first steps our team will take on each assignment will be to assemble a design criteria package for each project. The design criteria will identify the design standards, codes and other regulatory direction are utilized by the team for the specific project.

Our team utilizes resources and specialty software to perform the design task for projects under this work category. The following table represents a summary of the resources and specialty software we have used in relation to the example projects presented herein and which we will use in the performance of duties for projects under this work category. Also included in the table are the Inovia staff proficient in the use of the software and the associated years of experience.

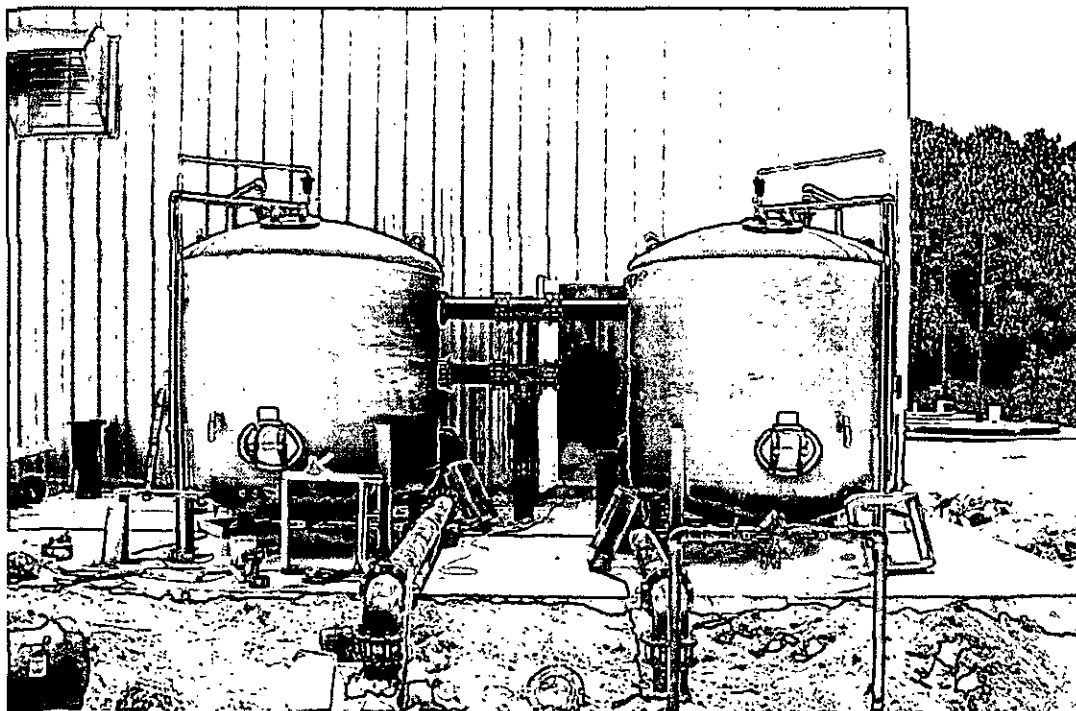
Resources and Specialty Software

Analysis/Modeling Tool	Purpose and Use	Technical Staff Utilized	Qualifications and Experience
Autodesk AutoCAD	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell Andy Collins Paul Webb	Over 60 years of combined experience
Streamline Technologies Advanced ICPR3	Stormwater modeling, facility design, small network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Extensively used for hydrologic and hydraulic modeling, regulatory permitting
EPA SWMM 5.0	EPA Stormwater Management Model (SWMM) for off-site modeling and large network routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis and concurrency modeling
XPSWMM	Dynamic modeling of stormwater, sanitary, and river systems that simulates natural runoff processes in engineered and natural systems	Rick A. Jenkins Scott Lord	Utilized primarily for off-site analysis, concurrency modeling, and analysis of large drainage systems
USACOE HEC-RAS	Water surface profile model for flood analysis	James F. Waddell Rick A. Jenkins Scott Lord	Over 15 years of experience, some training
BOSS International HEC-2	Water surface profile menu for flood analysis	James F. Waddell	Over 15 years of experience
Hydraflow by inteliSOLVE	Stormwater conveyance analysis	James F. Waddell Russell T. Large Rick A. Jenkins Scott Lord Molly Mitchell	Over 35 years of combined experience
MODRET, V6.1	Groundwater mounding and stormwater routing analysis	Russell T. Large Rick A. Jenkins Scott Lord	Over 25 years of combined experience
Bentley Microstation/GEOPAK	Manipulation of collected data and design tools, surface feature analysis, roadway plan and profiles, plans production	Russell T. Large Andy Collins	Over 7 years of combined experience

CARRABELLE WATER TREATMENT PLANT



Utility Engineering



LOCATION

Carrabelle, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
City Administrator
850.697.2727

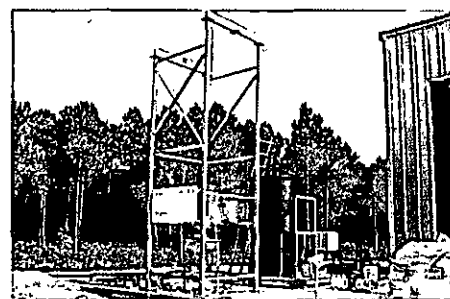
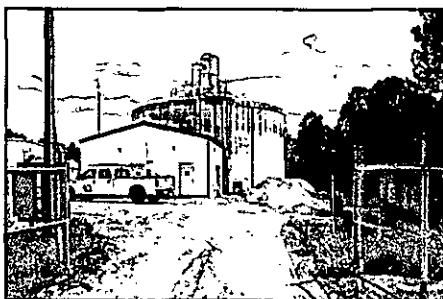
DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Construction Administration

Inovia provided resident project representative and construction contract administration services to CDM (Prime Contractor) for water treatment plant installations at two locations within the City's potable water system. The project includes installation of proprietary technology to reduce disinfection by-product levels (trihalomethanes) required by Consent Order from FDEP.



innovation via design

930 THOMASVILLE ROAD, SUITE 200 TALLAHASSEE, FL 32303 PHONE 850.298.4213 FAX 850.298.4498

TUCKER'S LANDING FORCE MAIN



Utility Engineering



LOCATION

Franklin County, Florida

OWNER

Tucker's Landing, LLC

CONTACT

Betty Webb
City Administrator
850-653-9319

DATE COMPLETED

2006

INOVIA RESPONSIBILITIES

Utilities Design

Inovia was responsible for the design of onsite infrastructure and an off-site force main extension to serve the proposed development. The design included a lift station and force main extension over 2 miles. The force main route required multiple directional bores due to creek, railroad, and highway crossings.



i n n o v a t i o n v i a d e s i g n

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FIRE HYDRANT TESTING FOR THE CITY OF APALACHICOLA



Utility Engineering



LOCATION

Apalachicola, Florida

OWNER

City of Apalachicola

CONTACT

Betty Webb
City Administrator
850.653.9319

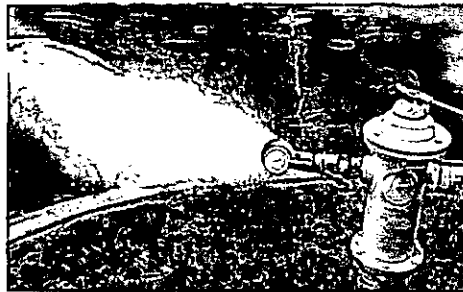
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2010

INOVIA RESPONSIBILITIES

Utility Testing

The goal of this project was to test the integrity of the fire hydrants and water system in the City of Apalachicola. Hydrants were tested in strategic locations of downtown Apalachicola and surrounding areas in accordance with the American Water Works Association (AWWA) and the National Fire Protection Association (NFPA) Guidelines to determine if flows and pressures were at adequate levels. Inovia conducted field tests, analyzed the resulting data, and provided recommendations to the City.



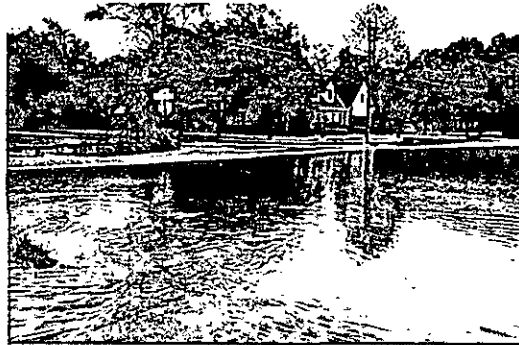
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UTILITY RELOCATION FOR VARIOUS DRAINAGE PROJECTS



Utility Engineering



LOCATION

Leon County, Florida

OWNER

Varies

CONTACT

Leon County
Charlie Wu, P.E.
850.606.1500

City of Tallahassee
Bob Mosher, P.E.
850.891.6860

DATE COMPLETED

Ongoing

INOVIA RESPONSIBILITIES

Utility Design

Inovia has been responsible for several utility relocations as they have been needed for various drainage improvement projects. The following projects are summarized in further detail within the accompanying proposal for stormwater management.

- Karen Lane Drainage Improvements (City of Tallahassee)
- Ben Boulevard Drainage Improvements (Leon County)
- Edinburgh Drainage Improvements (Leon County)
- Lawndale Drainage Improvements (Leon County)
- Frenchtown Drainage Improvements (Leon County)
- Call and Cadiz Drainage Improvements (City of Tallahassee)

These projects required coordination with entities such as FDOT, City of Tallahassee Utilities, various communications utilities, and Talquin Electric.



i n n o v a t i o n v i a d e s i g n

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FAMU ELECTRICAL SUBSTATION



Utility Engineering



LOCATION

Tallahassee, Florida

OWNER

Florida A&M University

CONTACT

Clinton Smith
850.412.7506

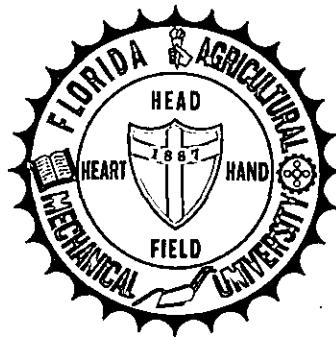
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Ongoing

INOVIA RESPONSIBILITIES

Utility Design

The goal of this project is the construction of a 1,857 square-foot electrical utility substation with a 7,465 square-foot vehicular use area for Florida A&M University. Inovia was responsible for the site design and utility coordination for this project. Inovia also provided the operation and maintenance plan for the substation. The design of this project is complete and construction is nearing completion.



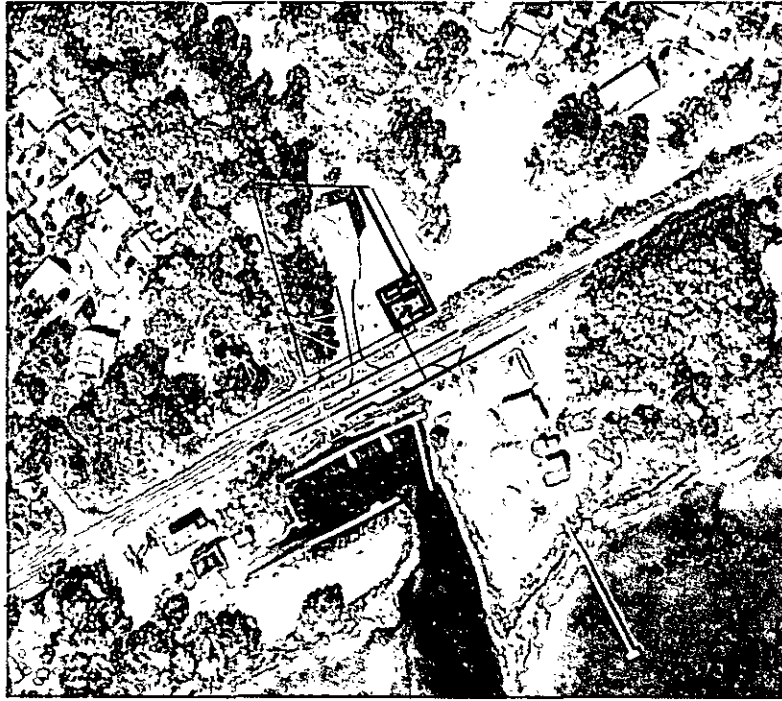
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LANARK MASTER LIFT STATION & WWTP ABANDONMENT



Utilities Design



LOCATION

Lanark, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
City Administrator
850-697-2727

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Design, Permitting, and
Construction Administration

In 2007, the City of Carrabelle coordinated take over of the Lanark Water and Sewer system. Since Carrabelle's Advanced WWTP has ample capacity, and Lanark's WWTP is in disrepair, the City of Carrabelle agreed to construct a master lift station to pump sewage from Lanark to Carrabelle. As the City of Carrabelle's engineer, Inovia's responsibilities include design and permitting of a master lift station for design flows of 57,000 GPD, and proper abandonment of the Lanark WWTP.



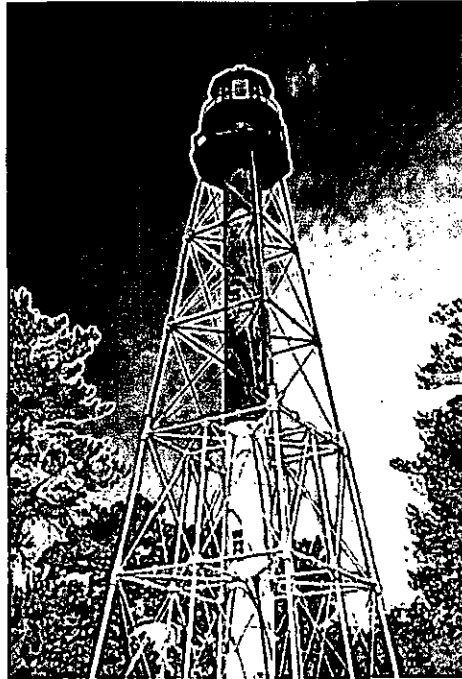
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CITY OF CARRABELLE LIGHTHOUSE UTILITIES EXTENSION



Utility Engineering



LOCATION

Carrabelle, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
City Administrator
850.697.2727

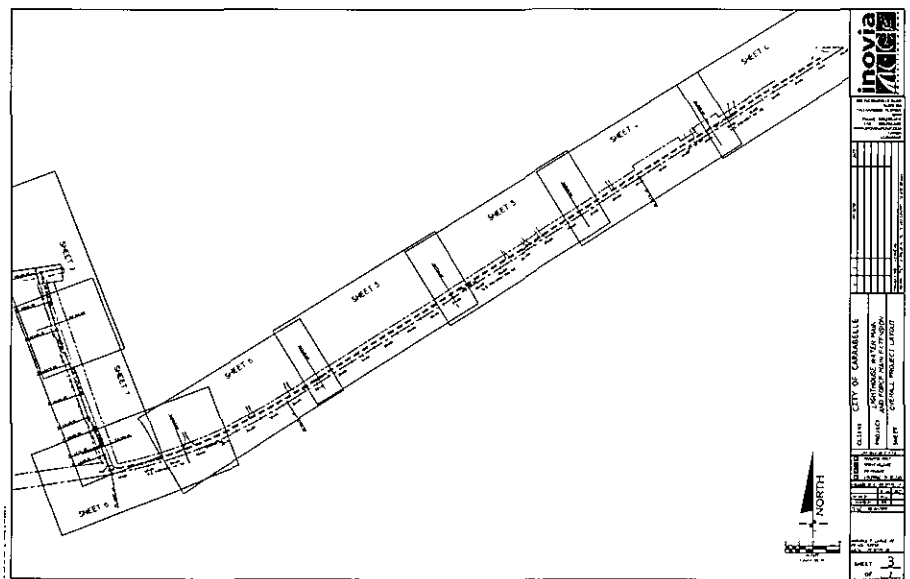
DATE COMPLETED

2007

INOVIA RESPONSIBILITIES

Planning and Design

Design of an extension of water and sewer utilities west of the Carrabelle Beach area to the newly refurbished Crooked River Lighthouse. This project will serve residences along the route and serve the park area at the Lighthouse grounds.



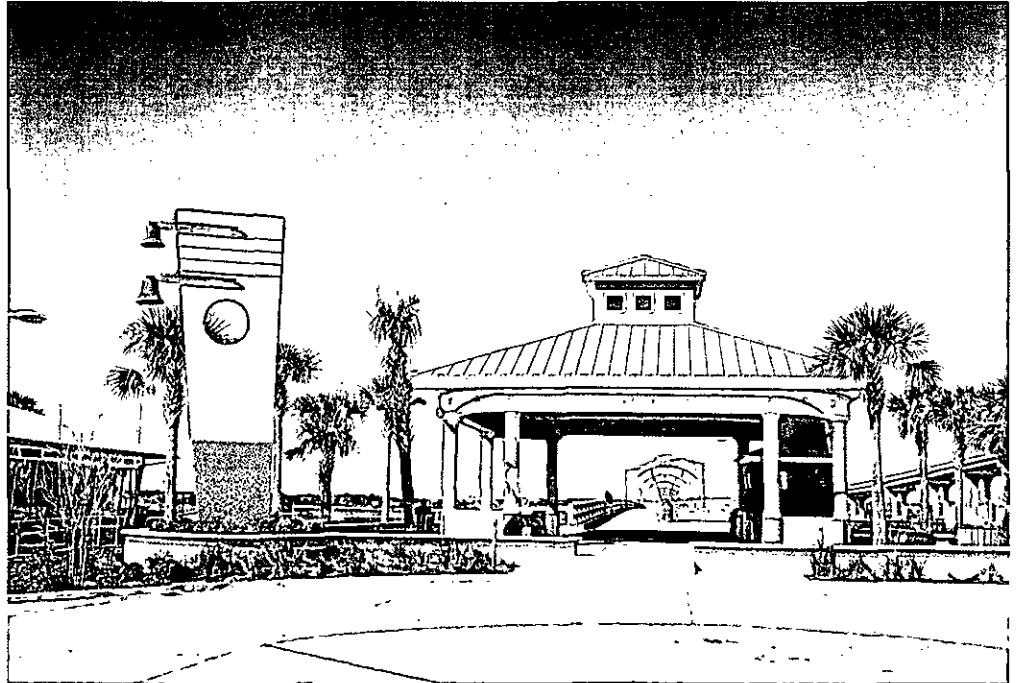
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WASTEWATER LIFT STATION FOR VILANO BEACH COMMERCE CENTER



Utility Engineering



LOCATION

Vilano Beach, Florida

OWNER

St. Johns County

CONTACT

Greg Coldwell
904.209.0132

DATE COMPLETED

2009

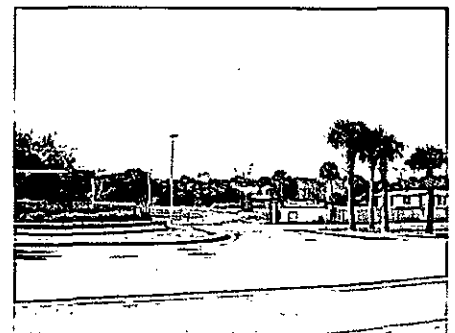
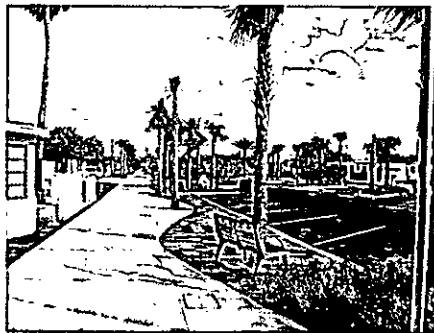
RESPONSIBILITIES

Utility Design

INDIVIDUAL EXPERIENCE

Steve Nichols, P.E.

This project is an example of individual experience by Steve Nichols, P.E.. Mr. Nichols designed a wastewater lift station for the Vilano Beach Commerce Center, an urban restoration project to upgrade and enhance public infrastructure to attach businesses and shopping to the downtown area. A village concept was developed with new or upgraded water, sewer, and electrical systems proposed. Sidewalks, curbing and paved parking areas were designed to be "pedestrian friendly" and intended to serve a multitude of functions and venues. The area of development covered 8 city blocks from the existing Beach Pavilion to the boat ramp on the Intercoastal Waterway. The lift station served the Commerce Center and adjoining residential area.



i n n o v a t i o n v i a d e s i g n

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BJ'S PIZZA

Utility Engineering



Inovia worked closely with the owner and installation contractor to design an advanced secondary treatment onsite wastewater treatment and disposal system. Goals included maximizing seating capacity of the establishment while minimizing down time of the kitchen. Challenges to the design of the facility included very limited area for placement of system components and regulatory constraints due to close proximity to the islands potable water distribution system (shown in background).

LOCATION

St. George Island, Florida

OWNER

BJ's Pizza

CONTACT

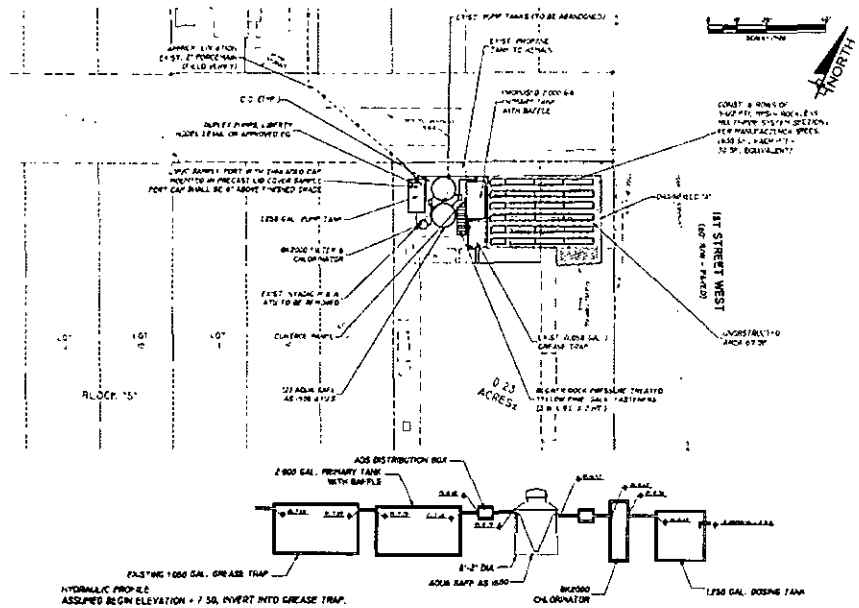
Johnny Collins
Collins Construction
850.653.6808

DATE COMPLETED

2010

INOVIA RESPONSIBILITIES

Planning, Design,
Permitting, and Environmental
Variance



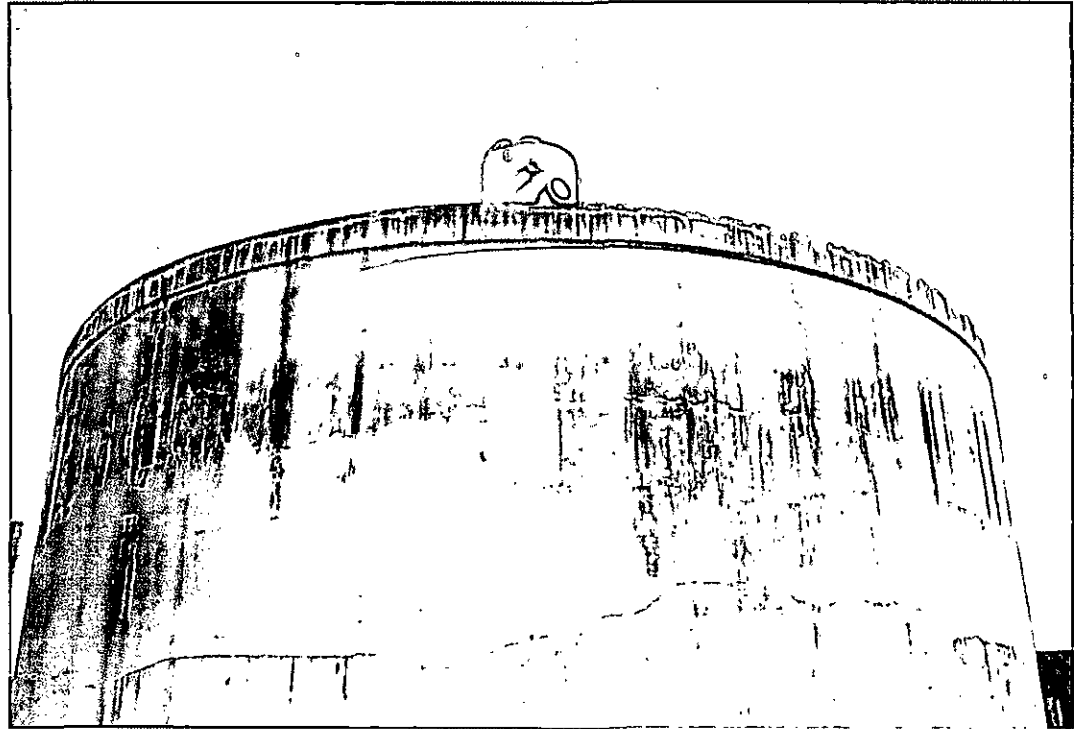
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CARRABELLE WATER TREATMENT PLANT TANK INSPECTION



Utility Engineering



LOCATION

Carrabelle, Florida

OWNER

City of Carrabelle

CONTACT

Courtney Dempsey
850.697.2727

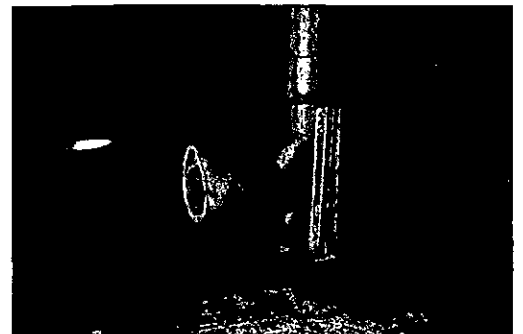
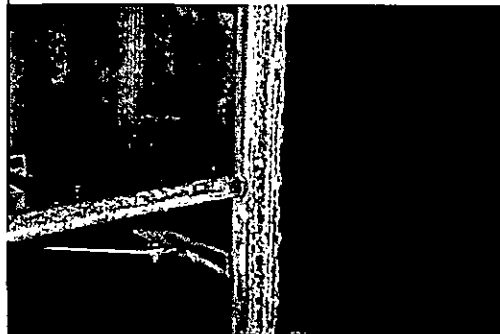
DATE COMPLETED

2011

INOVIA RESPONSIBILITIES

Utility Inspection

The objectives of this project were to assess the structural integrity of the water storage tank at the City of Carrabelle Municipal Water Plant. A visual inspection was made of the 400,000 gallon water storage tank at the City of Carrabelle Municipal Water Plant on CR 67. Steve Nichols and Mark Householder conducted the inspection with assistance from City of Carrabelle staff. The tank structure and appurtenances were thoroughly inspected and photos taken to record findings. The overall condition of the tank and professional recommendations were provided to the City.



innovation via design

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Section C - Willingness To Meet Schedule and Budget Requirements

Inovia will meet the schedule and budget requirements for projects administered under this contract. Our ability to meet these objectives is substantiated by the amount of repeat business that we have with our clients. Our project management process, which includes internal budget and scheduling software, allows us to monitor the progress of any project on an up-to-date daily basis. This perspective permits us to evaluate remaining components of the project to be completed and to project time and resources that will be necessary to bring the project to successful completion, on time and within budget.

County project managers that we have worked with are familiar with our sequentially numbered and correlated scope statement/fee calculation worksheet/Microsoft Project schedule. It is the primary tool that we use to define our role in the project. We will apply this system to all projects for this contract.

Our experience with Leon County Public Works has lead us to understand the budgeting process each of the County's project managers must adhere to. We understand that before a project can be funded, the County's project manager must report an estimate of project costs including soft cost and hard cost. The County's project manager must be able to rely upon the consulting engineer to develop these costs. The Inovia design team strives to be as accurate as possible and include a contingency amount in our construction cost estimate. We follow FDOT construction cost history and recent unit price averages closely when preparing our estimates.

Our goal is to provide a cost estimate for budget reporting purposes that is accurate and able to be backed up. This detailed approach is driven by the philosophy that at the end of the day it is never our objective to be the low bidder on the project!

Section D - Effect of Firm's Recent, Current and Projected Workload

Request for Proposals for Civil Engineering Services Continuing Supply
Proposal Number: BC-03-17-11-25

General

The fact that there are fewer project opportunities than there were three or four years ago has resulted in less work and shorter backlog times for most firms, and Inovia is no exception. The following table illustrates projects currently under contract and the following page illustrates the availability of our staff for new project commitments.

Projects Currently Under Contract

Project Name	Project Description/Phase	Design Services Completion Date
Lafayette Heritage Trail Bridge	Final permitting phase for ped. bridge	June, 2011
Scipio Creek Commercial Basin	Initial Design Phase	September, 2011
Lawndale Road Drainage	Final Permitting Phase	May, 2011
Ben Boulevard Drainage	Initial Permitting Phase	August, 2011
Edinburgh Drainage	Possible Redesign	September, 2011
Autumn Woods Drainage	60% Final Design Plans	June, 2011
Mitcham Drive Floodwall	Initial Permitting Phase	June, 2011
Misc. Minor Projects	Varies	May, 2011

Based on the above table the completion of projects currently under contract occurs within six months of this writing. Please refer to the chart on the following page which shows that currently our staff has an average of 52% of time available for new project commitments. Projects resulting from this contract can be easily absorbed and work may commence immediately.

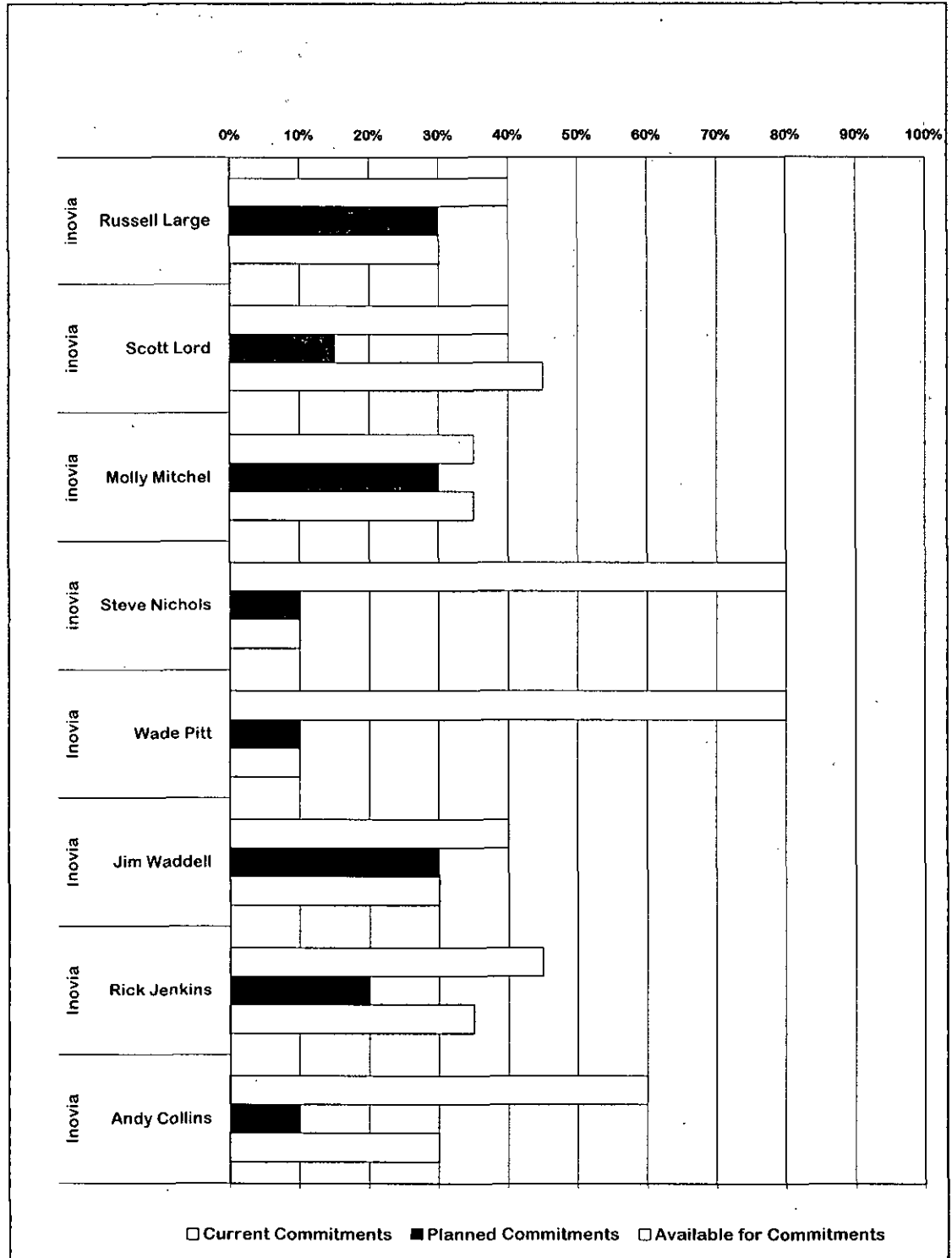
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i n n o v a t i o n v i a d e s i g n

CONSULTING GROUP

Section D - Effect of Firm's Recent, Current and Projected Workload



Section E - Effect of Project Team Location

Location

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

General

The Inovia Team for this project is comprised of Tallahassee-based small firms with various areas of expertise to serve the County. In fact, it may be stated that our team truly boasts global project experience with a "local" touch. The leadership of the Inovia Team includes:

Jim Waddell, P.E.
Inovia Consulting Group
Principal



Mr. Waddell's professional experience spanning 23 years includes land development projects, roadway design, major utility rehabilitation and replacement projects, commercial site planning, environmental studies and permitting, public administration assistance to support funding of client capital improvements programs, development management and construction administration. Jim is a member of the Florida Engineering Society, National Society of Professional Engineers, American Society of Civil Engineers, and is registered in Florida, Georgia, Alabama and Mississippi.

Russell Large, P.E.
Inovia Consulting Group
Principal



Mr. Large's professional experience span of 17 years includes a well-rounded variety of civil engineering experience including highway design, residential subdivisions in excess of 2,000 units with dedicated public infrastructure, a variety of flood relief projects, and commercial office developments totaling 250,000 sf of gross floor area. Russell has designed and permitted many miles of water and sewer infrastructure extensions from both the City of Tallahassee and Talquin Electric systems to private and public projects in the County.

Kevin Pope
Pope Environmental, Inc.
Sub Consultant

Mr. Pope is an accomplished environmental scientist, with over 25 years of professional experience in natural resource management, regulation, and conservation. He has directed federal, state, and local government natural resource protection and management programs. This extensive government experience enhances his ability to assist agencies with program development, improvement, or implementation. He personally coordinates and directs all scientific activities of Pope Environmental, including a wide variety of environmental assessment, delineation, monitoring, mapping, planning, education and conservation services.

Section E - Effect of Project Team Location

Judy Hayden, P.E.
Environmental and Geotechnical Specialists, Inc. (EGS)
Sub Consultant

Judy Hayden, P.E. and the M/DBE firm of Environmental and Geotechnical Specialists, Inc. (EGS) provide the specialty services associated with environmental and geotechnical engineering. EGS is highly qualified and has an outstanding work experience in Leon County and throughout north Florida. The staff at EGS has been providing professional services in this area since 1992.

John Matthews, PSM
HSA Consulting Group
Sub Consultant

HSA Consulting Group (HSA) brings over 20 years of surveying experience in this local area to our team. HSA is well versed in survey methods necessary for accurate control and compilation of data, as well as utilization of photogrammetry to create a complete base file for projects. Inovia regularly engages HSA as a team member for roadway and drainage projects due to their expertise in the field; they are a very valuable and important member of our team.

Inovia Team Location Summary

Firm	Role	Location
Inovia	Prime	Tallahassee
Pope Environmental, Inc.	Sub Consultant	Tallahassee
EGS	Sub Consultant	Tallahassee
HSA Consulting Group	Sub Consultant	Tallahassee

Section F - Approach to the Project

Approach to the Project

Request for Proposals for Civil Engineering Services Continuing Supply

Proposal Number: BC-03-17-11-25

Work Category: Utility Engineering

General

Inovia's principals and staff have extensive experience in the area of utility engineering through its core land development and municipal clients. Projects have ranged from miles of water and sewer utility extensions to serve private land development projects to major system rehabilitation. Each of these projects requires an approach of effective communication between the client, consultant and regulatory community to ensure that design and permitting approval of the project is completed efficiently and effectively.

Project Management

In addition to our technical expertise, we believe our organizational structure will serve Leon County Public Works by providing prompt response to requests and exceeding expectations of service. Both Jim Waddell, PE and Russell Large, PE will coordinate all contact with Leon County's Project Manager in this work classification. When an assignment is received, a meeting will be held to determine project expectations, goals, budget, and affected stakeholders. It will then be determined if an initial planning phase will be necessary to successfully implement the best project solution. The planning phase will be beneficial to assure that all critical issues are known and addressed before the final design is complete and therefore prevent costly post design alterations to the assignment. After the meeting, a detailed Scope of Services, Project Schedule, and Man-Hour Estimate will be prepared and submitted for the project. Project deliverables and submittal dates will be included for approval by Leon County. The submitted Scope of Services, Schedule, and Man-Hour Estimate will be interrelated such that a particular task could be tracked in each document. Once approved and a purchase order issued, work will commence with predetermined periodic progress reports with pertinent status information. Our management team will provide extensive hands-on service to allow for efficient coordination of the assignment.

Internal Project Coordination

Inovia will hold internal meetings to establish project status and critical work necessary to produce quality documents for a scheduled submittal. In addition, time for a thorough Quality Control review will be included in the document preparation process. The review will be set so as to include all revisions and changes required for a given submission. Documentation of the review will be maintained until the assignment is completed and accepted by Leon County.

External Project Coordination

Coordination with other agencies will be conducted with the consent of the Leon County Project Manager. Phone conversations, email communication, and meetings will be documented and retained in the project file and copies shared with the Leon County Project Manager.

Section F - Approach to the Project

Sub-Consultant Coordination

Any Sub-Consultant required for a particular assignment will be managed through regular meetings and a thorough examination of work documents for completeness and clarity.

Agency Coordination

Coordination with any outside agencies with respect to the project will be conducted by the project manager or his designee. Meetings of significance with these agencies will be scheduled in advance to allow the County's Staff the opportunity to attend and participate. All communication with outside agencies will be recorded and incorporated into the project file.

Public Involvement

The Inovia team is well versed in the process of meaningful public involvement. Our earliest experiences in this aspect of the project has emphasized that successful public involvement is based on three fundamental factors: communication, communication and communication. We have developed a clear and concise package of digital, graphic, written and orally presented materials that is effective in delivering the message of the "who, what, where and why" on our projects. **County Public Works staff and Inovia have presented multiple projects in recent months. We declare that those public information meetings have been a great success. Inovia is proud to have learned that our template and format for a portion of our presentation materials has been shared by the County with other consultants as a preferred method and approach.**

On the personal side of this approach component, we believe that our ability to communicate with the public is based on the fact that we all share with the public the same collective concerns about the neighborhoods in which we live. We take great pride in the ability to distill often technically complex issues about the project into "meaningful conversation", void of aggression or some form of superiority complex, just neighbor to neighbor.

Quality Control

The Internal Organization of Standardization defines quality as the "degree to which a set of inherent characteristics fulfills requirements." Our team believes that the term "quality" should be more highly regarded. We have learned quality is also a measure of esteem which entails fully addressing all requirements with accuracy, expediency, and care, not simply meeting requirements outlined by the scope. In other words, quality is not just found in the result, it is also found in the process. For projects to live up to standards of high quality, constant monitoring of the process is in order. Inovia's Quality Control Process has evolved to be effective in reducing error and delay in the design and permitting process.

Included in the Quality Control Plan are standard, best quality practices which ensure that we provide exceptional services to each client. Each member of our staff and our sub consultants recognize the importance of quality and the responsibility they undertake as we work with the County. The Inovia Team's sense of personal responsibility promotes care in the work produced through the design process.

Checklists, which are project-tailored and dispersed at the onset of the project, are important assets when performing quality control reviews. For this contract, we have placed particular emphasis on the details of design elements identified in the scope and during our field reviews. One of the first

Section F - Approach to the Project

things we will do is meet with our survey sub consultant and create a checklist of special areas where specific survey information is needed. All survey elements will be identified by this checklist prior to fieldwork commencing, and they will be used during the quality control process as well. The same process will be used as Inovia begins our work effort and again with other sub consultants.

Inovia also uses standard, industry accepted methods when reviewing design documentation which includes checking, rechecking, and verification. When each design document is completed, the originator signs and marks the plans with Inovia's QC stamp. After a redline review, the reviewer returns the signed and dated redline plans to the originator for correction. The originator corrects the red-lined sheets, highlighting them in yellow as corrected. After correction, the reviewer verifies the corrections, highlighting in blue. The corrected plans are then given to a third party to verify that the QC process has been followed and completed correctly. Each time plans are originated, reviewed, or corrected the responsible party must sign and date the QC stamp. This process is repeated until the drawings are approved by all reviewers. The implementation of this Quality Control Process ensures that we deliver quality and successful projects.

Responsiveness

While we do not anticipate all of the assignments under this contract to be extremely time-critical, we understand that some assignments will be. Doing so requires being ready to mobilize at a moment's notice. At Inovia, we have become proficient at quickly mobilizing and responding to project issues and developing strategies for resolving project tasks in a timely manner. With this training in "fire-fighting", we are confident in our ability to effectively and efficiently respond to time critical tasks. As a small firm, we are flexible and adaptive and will be able to use this to the County's advantage on this contract.

In addition to our firm's "fire-fighting" capabilities, our Contract Manager takes great pride in being responsive. He understands that answering and returning phone calls and emails is critical to providing quality consulting services. Communication and coordination are critical in our pursuit of providing excellent consulting services.

Dedication

We believe the most vital component to providing excellent consulting service is to be dedicated and committed to serving the client. This dedication creates the drive to go the extra distance to ensure success for the client. Our commitment to the County on this contract is to provide the full resources of our team members to meet the needs of the County.